

Kyoto University Hakubi Project to Foster and Support Early-Career Researchers
The 13th Call for Applications for Research Positions in the Global Category

FAQ

- Differences from the previous (12th) call for applications

Q1: What are the differences between the 12th and 13th call for applications?

A: The main changes from the previous calls for applicants up to the 12th are shown below.

<Number of Positions>

- The number of positions has been changed from a total of approximately 15 positions to about 20 positions: approximately 15 of which are to be Program-Specific Assistant Professor positions and about 5 positions for Program-Specific Associate Professors and Program-Specific Junior Associate Professors.

<Employment Conditions>

- Program-Specific Junior Associate Professors have been added to the types of positions to be hired.
- Regarding the period of extension of employment due to childcare leave, the maximum extension of employment has been changed from one year in principle to an extension corresponding to the period of absence.
- The period of extension of employment due to nursing care leave was introduced to allow the extension of employment corresponding to the period of absence upon consultation with the host department and host professor.
- To ensure the smooth implementation of the research after employment, applicants should make every effort to negotiate with a prospective host professor of a research department within Kyoto University during the application period. It is suggested that an applicant should obtain the notification of acceptance by the host professor prior to the first round of screening. It is necessary to receive an acceptance from a host professor prior to the second round of interview screening.

<Selection Method>

- Kyoto University promotes gender equality. We welcome applications from female researchers. As part of its effort to promote gender equality at the university, in accordance with the provisions of Article 8 of the Ordinance for the Enforcement of the Act on Ensuring Equal Opportunities for and Treatment of Men and Women in Employment (Equal Employment Opportunity Law), women will be given priority in employment if their evaluation is equal to that of a male candidate in the selection process.

<Proposal Form>

- Added an 'Awards and Penalties' section to part 1 of the form, Basic Information about the Applicant.
- Added a 'Interruption in Research Activities' section.

About the Call for Applications

[Research Fields]

Q2: What academic fields are included in the target research areas?

A: All academic fields, from the humanities and social sciences to the natural sciences.

[Eligibility]

Q3: Age limits are not listed. Is there a specific age limit?

A: No, there is no specific age limit. The average age of researchers who assume assistant professor or associate professor positions vary significantly depending on the academic field.

Q4: I am currently a third-year PhD student and expect to receive my PhD in March of next year. Am I eligible to apply?

A: Yes, you are eligible to apply.

Q5: I applied last year but was not selected. Am I eligible to apply this year?

A: Yes, you are eligible to apply.

[About the Positions]

Q6: What are the differences among the duties of an assistant professor, junior associate professor, and associate professor in this project?

A: The main purpose of this project is to encourage your research, so there are no differences in duties. Please apply for a position based on your own judgement, accounting for your previous career as a researcher and your future career path.

Q7: Who and how determines whether applicants are employed as program-specific associate professors, program-specific junior associate professors, or program-specific assistant professors? If any position is acceptable to me, can I apply for any position?

A: No. Applicants should apply for the position of their choice (program-specific associate professor, program-specific junior associate professor, or program-specific assistant professor), and indicate which position they are applying for in the application form. The screening committees will decide whether the applicant is suitable for the desired position. However, applicants cannot change their choice after the application has been submitted. In addition, those who have applied and been rejected for the associate professor position will not be hired as assistant professors even if they meet the requirements for assistant professor. If you do not choose a position, your application will not be considered.

Q8: How is the term of employment determined?

A: As the term of employment is five years, the term of employment for those hired through this call for applications is from April 1, 2023 to March 31, 2028. The end of the term of employment cannot be changed from 31 March 2028. However, the date of hire can be delayed due to circumstances such as the timing of leaving of your previous position. If your term begins on October 1, 2023, the employment period will still run through March 31, 2028.

[Terms and conditions of employment]

Q9: What will the salary be?

A: The amount of salary shall be calculated based on the experience and ability of each individual in accordance with the Kyoto University's payment Rules and Regulations. Please refer to the following examples for approximate salary for the positions. Please note that the salaries listed in the examples are not guaranteed and actual offers may be lower in some cases.

(Reference Examples)

1. Salary

(1) Base salary

Examples of monthly salaries by category

Program-Specific Assistant Professor: 450,000–600,000 yen

Program-Specific Junior Associate Professor: 500,000–650,000 yen

Program-Specific Associate Professor: 550,000–700,000 yen

For example, if the monthly salary is 500,000 yen, then the annual salary will be 6,000,000 yen (500,000 yen x 12 months).

(2) Allowances

No special allowances will be paid for commuting, housing, dependents, term-end, extraordinary service, and so on.

2. Retirement Benefits

No retirement benefits will be paid.

3. Health Insurance, Pension

You will be required to join the Mutual Aid Association of the Ministry of Education, Culture, Sports, Science and Technology and the Employees' Pension Plan.

Q10: Is it possible to be employed at other institutions after the term of my employment as a Hakubi researcher begins?

A: No. Hakubi researchers are hired as full-time faculty members at Kyoto University. As a general rule, it is not possible to be employed full-time at other institutions or projects

at the same time. Under certain circumstances, however, Hakubi researchers may be permitted to have part-time concurrent appointments by applying in advance to the Hakubi Center for permission.

Q11: Will the university provide allowances, such as term-end, commuter, or extraordinary service allowances?

A: No, there will be no allowances.

Q12: Will the Hakubi Center cover the travel expenses to Kyoto, Japan required for the assignment?

A: No, there will be no travel allowances.

Q13: I work at another national university. If I am appointed as a Hakubi researcher, will my service at Kyoto University be counted in the calculation of any future retirement benefits I may receive?

A: No, it will not be counted.

Q14: Will it be possible for me to live in Kyoto University's housing facilities for faculty members?

A: It is possible, provided there is a vacant apartment available.

Q15: Is it possible to take childcare leave or nursing care leave? If I do, how will it affect the duration of my employment?

A: Childcare and nursing care leave are available. If you wish to extend your employment period after taking childcare leave or nursing care leave, you may extend your employment period by the amount of your leave period upon consultation with your host department and host professor.

Q16: I took out a student loan from the Japan Student Service Organization (JASSO). According to its rules, individuals who become teachers or faculty members are exempted from repayment. If I am appointed as a Hakubi researcher, will I be exempted from repayment?

A: Yes. Although the Hakubi Project has a limited term of five years, it qualifies for the repayment exemption, as Hakubi researchers will be working as full-time researchers.

Q17: As a Hakubi researcher, can I also engage in educational activities that will help me in my future research activities?

A: If you feel that it is necessary to engage in educational activities for the advancement of your career, it is possible to do so in consultation with your host department. Keep in

mind, however, that your research activities must constitute 50% or more of your working time. Any other academic activities that you decide to engage in must be done in the remaining 50% of your working time.

[About the Hakubi Center]

Q18: What kind of organisation is the Hakubi Center?

A: The Hakubi Center is a campus-wide organization to support the development of early-career researchers who will play a leading role in the global academic community. The Steering Committee of the Hakubi Center makes decisions concerning the center's management and planning, and the Hakuraku Council screens applicants for the Hakubi Project. The center's program manager provides guidance and advice to Hakubi researchers.

[Host Department and Research Funds]

Q19: What is a host department?

A: Those candidates selected as researchers in the Global category of the Hakubi Project will be affiliated with the Hakubi Center, but their actual research will be conducted at their respective departments within Kyoto University. The research site within Kyoto University where the Hakubi researcher actually conducts research is called the 'host department.'

Q20: Can I select a host department outside Kyoto University?

A: No, you cannot. The host department must be within Kyoto University.

Q21: If I have not obtained notification of acceptance from a host professor, will I be disadvantaged in the selection process?

· A: No, it will not affect the selection process, but to ensure the smooth implementation of the research after employment, applicants should endeavour to negotiate with a potential host professor of a research department within Kyoto University as much as possible during the application period. It is suggested that an applicant should obtain the notification of acceptance by the host professor prior to the first round of screening. It is necessary to receive an acceptance from a host professor prior to the second round of interview screening.

Q22: Is it possible to enter more than one host department in a proposal?

A: Yes. However, once you are employed, you must decide on one host professor. The department to which the host professor belongs will be your host department.

Q23: Is it possible to change the host department after employment?

A: Yes.

Q24: Is it possible for a time-limited department (such as a research center or department established using competitive research funds) to be my host department?

A: Yes. However, you must find another host department when that period ends.

Q25: Can I conduct research activities at an overseas institution?

A: Hakubi researchers are permitted to conduct research activities at other institutions and facilities, including those outside Japan if it is necessary for their research activities and does not entail employment. However, Kyoto University must be the primary institution for their research activities, and any other institutions or facilities shall be supplementary. This is because Hakubi researchers are appointed as salaried faculty members of Kyoto University, and are expected to conduct their research accordingly.

In addition, Hakubi researchers are strongly encouraged to work in Japan for at least the first six months of their employment. Moreover, appointed researchers must participate in various regular events held by the Hakubi Center for Advanced Research.

Q26: If selected, are there any restrictions on applying for competitive funding?

A: This depends on the conditions of the competitive research fund. In principle, the Hakubi Center encourages researchers to obtain such grants.

[Research Results]

Q27: The application guideline states that 'no interim evaluations will be conducted by the Hakubi Center', but will evaluations be conducted at the end of the employment term?

A: The Hakubi researchers will not be evaluated in any form either during their terms or at the end of their terms. However, Hakubi researchers will be evaluated as faculty members in accordance with Kyoto University internal regulations. In addition, they are required to report on research activities each year and present the results of research at the end of the employment period.

[Selection Method]

Q28: Do candidates who are working at Kyoto University or who have graduated from Kyoto University have an advantage in the selection process?

A: No. This does not affect the selection process.

Q29: If I have other commitments at the assigned interview date and time, is it possible to change the date and/or time of the interview?

A: No. Changes to the assigned interview date and time are not permitted.

Q30: I am planning to apply from overseas. Is it possible to conduct the interview remotely?

A: As a rule, we do not permit online interviews. Please note that in exceptional cases, online interviews may be conducted if the applicant is unable to enter the country from abroad for the interview screening due to border control measures to prevent the spread of COVID-19.

Q31: In which language will the interviews be conducted?

A: The interview will be conducted in either Japanese or English based on the applicant's choice. However, as this is an international program, some questions may be asked in English even if the applicant chooses Japanese.

Q32: Will I receive travel expenses to attend the screening interview?

A: No. We do not reimburse any costs related to applications, interviews, or any other aspects of the application process. You are responsible for your own expenses.

[Selection Results]

Q33: How will I be notified of the results of the document screening?

A: All applicants will be notified of the results by e-mail. Although the notification period is scheduled for October, it is subject to change depending on the selection schedule.

[Application Procedure]

Q34: If I have registered my information on the applicant registration site but have not uploaded my proposal by the application deadline, will my application still be considered?

A: No. Your application will not be considered without both applicant registration and an uploaded proposal. Please access the applicant registration site by clicking the link below.
<https://recruit.hakubi.kyoto-u.ac.jp>

Q35: I would like to send my book by postal mail as supporting material. Can I do this?

A: No. We do not permit the submission of documents other than those required in the Call for Applications.

Q36: I found an error in the uploaded proposal. Can I replace the uploaded proposal with

a corrected one?

A: Yes, you can replace it by uploading the revised proposal before the application deadline. If you do this, the previously uploaded proposal will be deleted.

Q37: I found an error in my registered information. Can I correct it?

A: Yes, it is possible to modify your registered information, but it must be done before the application deadline.

Q38: Due to my computer's operating environment, the 'Related Research Fields' selection field on the registration site does not work properly.

A: In the event of a technical problem, please contact us via the e-mail address given in the contact information in the Call for Applications.

[Application Deadline]

Q39: Is the application deadline based on Japan time?

A: Yes.

Q40: The application deadline has passed. Can I still submit my application?

A: No, we will not accept any applications after the application deadline.

[Address to Which Proposals Should Be Sent]

Q41: Is it possible to submit proposals by postal mail?

A: No. Applications can only be uploaded online. Applications sent by postal mail will not be considered.

Q42: I am affiliated with Kyoto University. Is the application process conducted through my departmental office?

A: No. Please apply directly without going through your faculty administrative section.

[Public Application Information Session]

Q43: Is attending an information session a requirement to apply?

A: No. You can apply even if you do not attend the information session.

[Contact Information]

Q44: Can I contact the Hakubi Center by phone?

A: No, you cannot. We cannot answer enquiries by phone. Please allow ample time for responses to enquiries, as we expect many people to enquire by e-mail just prior to the application deadline. We will contact you by e-mail within one week after the application deadline to confirm receipt of your application materials. Until then, please refrain from enquiring about confirmation of the receipt of your materials.

- Documents to be Submitted

[General Information About the Documents to be Submitted]

Q45: Are there any places on the application that should be signed or stamped?

A: No.

Q46: May I submit a form I already have instead of the prescribed form?

A: No. If you do not use the prescribed form, your documents will not be considered. Please use the prescribed form.

Q47: When evaluating my proposal for screening, will it be printed in black and white or in color?

A: We will print them in color.

Q48: Should I fill out the form in English or Japanese?

A: Either is fine.

Q49: Can I apply in languages other than English or Japanese?

A: No. We do not accept applications in languages other than English or Japanese.

[Proposal Form and Proposal Preparation Instructions]

Q50: I expect to receive my doctoral degree next March. May I enter this in the degree section?

A: Yes. Please indicate the anticipated date.

Q51: I am a JSPS Post-doctoral fellow (PD, SPD, RPD). How should I describe my current position and affiliation?

A: For your current affiliation, please enter the institution or department where you are actually engaged in research, and for your position, please enter 'JSPS Post-doctoral Fellow (PD, SPD, RPD)'.

Q52: How should I fill in the related research fields if there are three or more research fields that are close to my research?

A: Even if there are three or more research fields, enter the two that are the most appropriate.

Q53: For what purpose will the information entered in the related research fields be used?

A: The information will be used to group the proposals for the first round of screening. Based on this grouping, the expert committee of the Hakubi Center will review the proposals.

- Global and Tenure-Track Categories

Q54: Please explain the purpose of introducing the Global and Tenure-track Type appointment categories.

A: The Global category is essentially the same as that of the original Hakubi Project, and the Tenure-track category, which was introduced in 2015 through the Leading Initiative for Excellent Young Researchers (LEADER) of the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT), includes an additional element of departmental collaboration.

Both types provide researchers with a unique research environment in which at least 50% of their time is dedicated to their Hakubi research project and up to 50% is allotted to educational activities (such as teaching) and committee activities. The Tenure-track positions have a particular emphasis on carrying out research activities and educational/committee activities with a view to pursuing a tenure-track position.

Q55: Please explain the differences between the Global and Tenure-track appointments.

A: Researchers accepted in the Global category are affiliated only with the Hakubi Center, whereas the Tenure-track researchers are affiliated with their host faculties as well as the Hakubi Center. Researchers in both the Global and Tenure-track categories participate in Hakubi Center events, such as seminars, and they are both regarded as Kyoto University Hakubi researchers.

This FAQ relates to the Global category appointments. Detailed information about Tenure-track appointments, including details of how to apply, will be announced together with the list of available posts published by MEXT.

Q56: Please explain the relationship between the Tenure-track appointments and the MEXT LEADER initiative.

A: Tenure-track researchers will be recruited through the MEXT LEADER initiative. Specifically, the Hakubi Center expert committee will conduct a screening process to select "Excellent Young Researchers" (EYRs) from among the applicants for the Tenure-track positions during the employment adjustment period of the LEADER initiative. For more details for the LEADER initiative, please refer to the webpage of the Japan

Society for the Promotion of Science (JSPS):
<https://www.jsps.go.jp/english/e-le/index.html>

Q57: Is it possible to apply for both the Global and the Tenure-track positions at the same time?

A: It is only possible to apply for one type, either a Global or a Tenure-track position. If applying for the Global position, please do not apply for LEADER initiative posts offered by Kyoto University. If, during the screening process, it is discovered that an applicant has applied for both the Global and the Tenure-track appointments of Kyoto University, the applicant will be requested to withdraw their application for the Global position.