

FY2026 Application Guidelines

Program to Support the Career Path of Female Researchers in the Natural Science

1. The purpose of the Program to Support the Career Path of Female Researchers in the Natural Science

This program aims to actively support the career development of outstanding female researchers who specialize in the natural sciences, aspire to advance to the position of Assistant Professor, and are deemed capable of making significant future contributions through their continued research activities at Ritsumeikan university.

As mentioned above, this program is limited for female researchers due to the abovementioned policy for promotion of gender equality and for support research activities for female researchers. Also, in accordance with the implementation of initiatives associated with our selection for the ‘Initiative for Realizing Diversity in the Research Environment (Advanced Type),’ this program targets female researchers specializing in the natural sciences.

Based on the 『学校教員統計調査の手引に記載の専門（専攻）分野一覧表』, the field of specialization listed on 任用候補者情報報告シート at the time of appointment shall be reviewed and classified as a natural science field if deemed appropriate.

2. Recruitment details

Recruitment post	Research Professor (Assistant Professor)
Number	A few people
Affiliation	One of the following: Kinugasa Research Organization, BKC Research Organization of Social Sciences, Research Organization of Science and Technology, Research Organization of Open Innovation & Collaboration.
Starting date	April 1st, 2026
Term of Office	In principle, an annual term of one year or less. The contract may be renewed up to four times after a continuous review each year, within a scope such that the total employment period does not exceed ten years.
Eligibility	A person who satisfies all the requirements of ① to ④ below. ① Female researchers who aim to advance to the position of Assistant Professor (*1) and whose field of specialization is in the natural sciences (*2), and who hold a doctoral degree (including those expected to obtain the degree by the time of appointment). ② The University can offer an environment to continue research. ③ Applicants must be able to attend the interview to be held on Monday, February 23, 2026, between 16:30 and 22:30. ④ The host faculty member shall satisfy the two requirements stated below. (1) A full-time faculty member (Professor/Associate Professor) of this University who does not have a limited employment period, is expected to remain employed until the end of the relevant applicant's research plan. (2) Able to demonstrate their ability to advise research and foster the researcher through research activities. (*1) Eligibility for this program is limited to those for whom appointment as

a Research Faculty Member (Assistant Professor) constitutes a career advancement.

(*2) As a condition for applying to this program, applicants must indicate one of the codes listed below—recognized as belonging to the natural sciences under the Ministry of Education, Culture, Sports, Science and Technology’s Initiative for Realizing Diversity in the Research Environment (Advanced Type)—in the 『任用候補者情報報告シート』 at the time of appointment. These codes correspond to the fields listed in the 専門（専攻）分野一覧表 of the 『学校教員統計調査の手引』 (see the attached document).

【Japanese Only】

数学	E1
物理学	E2
化学	E3
生物	E4
地学	E5
原子力理学	E6
理学・その他	F9
機械工学	G1
電気通信工学	G2
土木・建築工学	G3
応用化学	G4
応用理学	G5
原子力工学	G6
鉱山学	G7
金属工学	G8
繊維工学	H1
船舶工学	H2
航空工学	H3
経営工学	H4
工芸学	H5
工学・その他	J9
農学	K1
農芸化学	K2
農業工学	K3
農業経済学	K4
林学	K5
林産学	K6
獣医学畜産学	K7
水産学	K8
農学・その他	L9
医学	M1
歯学	M2
薬学	M3

	保健・その他	09	
	商船学	P1	
	食物学	Q2	
	家政・その他	R9	
	体育学	S3	
	自然科学	X1	
Remuneration, etc.	① Work : 5 days a week and apply the Discretionary Labor System for Professional Work stipulated in the labor. *If the employee agrees to the application, the applicant is considered to have worked 7 hours and 30 minutes per day. ② Salary : 4,800,000 per year (tax included) ③ Transportation allowance/Sustenance allowance/Housing allowance: Not provided. ④ Private School Mutual Aid/Employment insurance: Provided ⑤ As long as there is no hindrance to the research, it is possible for them to be in charge of classes up to on average four classes per year, both inside and outside the university, based on the University's regulation on the concurrent employment. ⑥ Other working conditions are determined in the University's regulations of employment and the employment contract.		
Payment obligations	① During the year of employment, apply to Grants-in-Aid for Scientific Research (KAKENHI). ② Submit a report at the end of the annual employment period. ③ Comply with the University's research ethics guidelines.		
Others	① Must make efforts to participate in and cooperate with programs and events regarding promotion of gender equality such as Program to Initiative for Realizing Diversity in the Research Environment. ② Must strive to actively present research achievements at public lectures and events held by the University. ③ Carry out tasks as instructed by the Senior Executive Director of the Research Organization. ④ The host faculty shall focus on creating a career path for the Assistant Professor employed in the program as well as making efforts to track the career path.		

※ Active participation in the Rice Ball Seminar and in teaching responsibilities is expected.

3. Screening process

- 1) Based on the screening criteria, a document review will be conducted at the Screening Committee composed of committee members appointed by the Chairperson (Vice President, research affairs). Applicants who pass the document review will undergo an interview, and the final selected candidate will be determined.

Interview Screening Date: Monday, February 23, 2026, between 16:30 and 22:30

*For the interview screening, please also refer to Section 8: Other Information.

- 2) The selected candidate will be submitted to the Steering Committee of the affiliated research institute and the Human Resources Committee on Research Professors and will be finalized by the University Council.

- 3) Based on the screening results, the outcome will be reported to the Committee on Research Administration.

4. Screening criteria

Based on the criteria indicated in the chart below, the adoption will be comprehensively decided.

Target	Screening criteria	Score
Applicant	① The applicant is expected to be an outstanding researcher for the future of academia.	9 points
	② The applicant has excellent research achievements and has ability to conduct the research plan, and the preparation status for the research plan is presented.	
	③ The research proposal is specific and excellent.	
Target	Screening criteria	Score
Host faculty	Research activities and the development status, preparation situation of the environment to receive the Research Professor (Assistant Professor), fostering plan of Research Professor (Assistant Researcher)	A/B/C

5. Notification of the screening result

The screening result will be notified to applicants by email on or after Friday, February 27, 2026.

6. Handling of application documents and personal information

- (1) The submitted documents, including application forms, shall be used for review only.
- (2) Personal information obtained from application forms shall not be used for purposes other than that of screening.

7. Application procedure

Submit the application by email, attaching the required documents listed below (using the designated forms), and copying the host faculty member (Cc:) on the message.

In some instances, the office may perform confirmation of acceptance with the affiliated Research Organization, etc., at which is desired concerning the application for this program.

※The submission is complete when you receive a confirmation e-mail from the office.
If you do not receive a confirmation email, please contact the office below.

■Application period: Friday, January 23rd, 2026 to by the morning of Monday, February 9th, 2026 (no later than 11:59:59 a.m.)

■Application documents:

- *For procedural reasons related to the appointment process, applicants are also required to submit the documents necessary at the time of appointment (items 6 and below) together with the application form.
- *For the documents listed in and after item 6, they will not be used for screening purposes-except for the field classification section in item 7, the 『任用候補者情報報告シート』-and will be used solely for appointment procedures.
- *For the documents 2. 履歴・業績書 and 7. 任用候補者情報報告シート, please complete them after reviewing the corresponding ‘Preparation Guidelines’.

1. Application Form (Form available)
 2. 履歴・業績書 (Japanese only)
 - * Tentative translation ‘Curriculum Vitae’
 - * Entry Example (Form available)
 3. Research Plan (Form available)
 4. Host Faculty Member’s Plan (Form available)
 5. PowerPoint slides for interview Screening (No specific format required. Submit in .ppt format)
 6. Employment Application/Funding Plan for Research Professor (Form available)
 7. 任用候補者情報報告シート (Japanese only)
 - * Tentative translation ‘Candidate Information Reporting Sheet’ (Form available)
 - * Entry Example (Form available)
 - * To be completed by the hosting faculty member.
 8. Certificate of Graduation/Completion from the Final Academic Institution
 9. Certificate of Doctoral Degree Award
 - *For Item 9, a photo image of the diploma may be submitted in place of the Certificate of Graduation/Completion from the final academic institution and the Certificate of Doctoral Degree Award.
- *The following items must be submitted only by foreign nationals.
10. 事前確認シート (Japanese only) *tentative translation ‘Preliminary Confirmation Sheet’ (Form available)
 11. Residence Card Data (both sides, in color)
 12. Passport Data (photo page, in color)

Application submission e-mail address, inquiries:

Campus	Office and person in charge
Biwako- Kusatsu (BKC)	BKC Research Office Ritsumeikan University Biwako-Kusatsu Campus, 1-1-1 Nojihigashi, Kusatsu-shi, Shiga-ken 525-8577 3 rd Floor of Research Center for Disaster Mitigation System /Kunikata, Kitamura. Shiosaki Phone: 077-561-2631 / Ext. 515-6507 E-mail : rsupport@st.ritsumei.ac.jp

8. Others

The appointment candidates who have passed the document screenings will be interviewed at the Screening Committee.

Applicants who pass the document screening will be notified by email from the secretariat by Friday, February 20, 2026.

Interview Screening Date: Monday, February 23, 2026, between 16:30 and 22:30 (online)

The interview screening will consist of a 10-minute presentation followed by a 10-minute Q&A session.