

Call for Applications: FY2026 Research Support Staff Program

Women Researchers Support Office

As part of research support for Osaka Metropolitan University researchers, we accept applications for the Research Support Staff Program as follows. The budget will be allocated based on the degree of need for support, assuming that the FY2026 budget is approved. Therefore, if we receive a large number of applications, we may not be able to allocate employment costs for Research Support Staff to all applicants.

1. Purpose

Support will be provided through the use of Research Support Staff to enable university researchers to continue their research activities and enhance their research capabilities during periods such as pregnancy, childbirth, childcare, or nursing care, when it is difficult to secure research time.

2. Applicant Eligibility

Gender	Position	Conditions
Both men and women	<ul style="list-style-type: none"> • Full-time faculty (including fixed-term faculty) 	<ul style="list-style-type: none"> - Pregnancy and childbirth - Childcare (for children in 6th grade or below) - Caregiving
Women only	<ul style="list-style-type: none"> • Specially appointed faculty (including hospital lecturers) • Early-stage clinical researchers, late-stage clinical researchers(前期臨床研究医, 後期臨床研究医) <p>Note: Eligibility is limited to those who will be engaged in work at Osaka Metropolitan University and subject to social insurance premiums from April 2026 onwards.</p>	

Additionally, even if the youngest child is in junior high school 1st grade or above, support may be provided if they meet one of the following conditions:

- (1) Hold a physical disability certificate, medical rehabilitation handbook, or mental disability certificate.*
- (2) Recognized as having a disability equivalent to the above by a local government's support measures for children with disabilities.*

3. Content of support

(1) Expenses for hiring Research Support Staff

Applicants should select the weekly working hours for the Research Support Staff from Category A or B and apply accordingly.

A. Up to 7 hours per week (approximately one day per week)

B. Up to 3 hours per week (approximately half a day per week)

Depending on the budget situation, the amount of support may be adjusted within the selected category.

The working schedule (working days and hours) can be adjusted within the scope of the employment expenses in accordance with the research plan.

(2) Employment period for Research Support Staff

The employment period can be arranged for any preferred duration within the period from April 1, 2026, to March 31, 2027.

Depending on the timing of the fiscal 2026 budget approval, it may be challenging to begin hiring on April 1.

(3) Employment of Research Support Staff

- 1) In principle, the applicant is responsible for the recruitment and employment procedures.
- 2) The job classification is limited to those that can be employed as part-time employees at Osaka Metropolitan University, in accordance with university regulations(e.g., Administrative Assistant, Research Assistant, Researcher.)
- 3) The job is to assist the applicant with research, experiments, and related tasks (including administrative procedures).
- 4) Payment of honoraria, outsourcing contracts, and temporary agency employment are not permitted.

4. Documents to be submitted

- Application form (required)
- Documents certifying the reason for application

Reason for application	Conditions of submission	Certification document
Pregnancy and childbirth	Required	Documents certifying the expected date of delivery (e.g., a copy of the Maternal and Child Health Handbook)
Childcare	Required	Documents certifying the child's age (e.g., copies of health insurance cards, certificates of residence, etc.)
Nursing care	Submit if available	Documents certifying the municipality's recognition of long-term care or support needs (e.g., copies of the long-term care insurance card, disability support category certification, etc.)

5. How to apply

Submit the application form (link below) along with the required documents.

<https://forms.office.com/r/vZx6qUzcSp>

(Please log in using your OMU email address.)

Use of the Research Support Staff Program is reviewed and evaluated each fiscal year. Therefore, even if you are currently using the program, you must submit a new application if you wish to continue next fiscal year.

6. Application period

The application period is from Tuesday, December 2, 2025, to Monday, December 15, 2025, by 5:00 p.m. (must arrive by the deadline).

7. Evaluation and Notification of Results

The Review Committee of the Women Researchers Support Office will determine eligibility for the Research Support Staff Program based on document review and interviews. Applicants are scheduled to be notified of the review results by early February 2026 (following the announcement of the FY2026 budget).

8. Other Information

- External funds such as KAKENHI may be used to cover the employment costs for Research Support Staff.

Depending on the external funding scheme, additional support (e.g., life-event support) may also be available.

When applying for external funds, you should also consider the possibility of utilizing such support options.

- Applicants are required to submit a performance report after completing the program.

9. Contact Information

The Women Researchers Support Office (Contact person: Miki)

E-mail: gr-knky-rsupport@omu.ac.jp

Tel: (072) 254-9856 (Extension: Nakamozu 5057)

Office Hours: Monday to Friday (excluding holidays) 9:30 AM - 5:00 PM