Call for Applications: FY2024 Research Support Personnel Program

The Research Support Personnel Program helps you balance your work and family life. Please review the information below to apply for the program for fiscal year 2024.

1. Overview

   The Research Support Personnel Program provides financial support to employ assistants to improve the work-life balance of researchers at Osaka Metropolitan University. This program aims to create an environment that researchers can have sufficient time for research when they have life events such as pregnancy, childcare, and family caregiving.

2. Applicant Eligibility

Applicants		Requirements	Provided support
Male and Female	•**Faculty members** (Faculty members with limited-term are included.)	- **Pregnant** - **Childcare** (The youngest child has to be up to 6th grade in elementary school.)* - **Nursing care of family members**	Assistant serving time: For 10 hours in maximum per week
Female	•**Specially appointed faculty** •**Junior resident, Senior resident** (Employees of Osaka Metropolitan University, who pay their social insurance contributions through the university.)		

   *Those who are raising a child who is in junior high school 1st grade and above are also eligible to apply for this program, if they fall into the following cases:
   (1) Raising a child who is provided with the physical disability certificate, medical rehabilitation handbook, or mental disability certificate.
   (2) Raising a child who is in conditions equivalent to (1), such as being subject to welfare measures for children with disabilities implemented by local governments.

3. Application Schedule

   Wednesday, November 15, 2023 – **Friday, December 15, 2023**
   (Applications submitted after the deadline will not be accepted.)

4. Assistants

   An assistant will be employed as a temporary staff at Osaka Metropolitan University (administrative assistant, technical assistant, etc.) Employment through outsourcing or temp agency, or employment with honorarium is not permitted.

   • An assistant will support the applicant's research, administrative work, etc.
   • In principle, the applicants have to recruit and employ an assistant themselves.

5. Period of support

Desired time period between April 1, 2024 and March 31, 2025.

6. Submission

Submit the required documents in electronic format via the following link:

 https://forms.office.com/r/jVK056De45 (Please log in with your OMU email address.)

7. Documents to be submitted
- FY2024 Application Form for Research Support Personnel Program
- Other documents such as National Health Insurance Card, Maternal and Child Health Handbook etc.

8. Review Process

Applicants will be reviewed through the submitted documents and an interview by the review committee consisting of the Chief Director of Woman Researchers Support Office and the Program Management Board. Applicants will be notified of the result in February 2024.

Please note that we may not be able to accept all applications if the number of applications exceeds the budget.

9. Others
- Please be sure to include the cost of hiring an assistant when applying for external funding (e.g. KAKENHI) before using this program. External funding such as KAKENHI may allow you to hire a research assistant.
- Applicants must submit a report on the results of their research by the end of March, 2025.
- This program preconditions that the FY2024 budget will be passed.

10. Contacts

Nakayama, Miki or Tatsumi at the Support Office for Women Researchers

Office hours:	Monday - Friday 9:30 am - 5:00 pm, except national holidays
Location:	Building C4, Nakamozu Campus
Tel/Fax:	(072)-254-9856 (Extension: 5056)
E-mail:	gr-knky-rsupport@omu.ac.jp