Woman Researchers Support Office

Application Call: FY2024 Research Support Personnel Program

Research Support Personnel Program helps you to maintain your work-family balance. Please see the information below to apply for the program for the fiscal year of 2024.

1. Outline

Research Support Personnel Program provides financial support to employ assistants to improve researchers' work-family balance at Osaka Metropolitan University. This program aims to make an environment that researchers can have sufficient time for research when having life events such as pregnancy, childcare, and nursing care for families.

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 a 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 raise a child who is in junior high 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

Monday, April 1, 2024 – **Friday, April 12, 2024**

(Applications submitted after the deadline will not be accepted.)

4. Assistant

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 by themselves.

5. Period of support

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

6. Submission

   Send the necessary documents in electronic format via the following link:

   https://forms.office.com/r/YbPKFkuCXE

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 board consists of the Chief Director of Woman Researchers Support Office and the Program Management Board. Applicants will be notified of the result in May 2024.

   Please note that we might not be able to adopt all the applications in case the number exceeds the budget allowance.

9. Others

   - Before using this program, please try to include the costs for employing an assistant in the application for any external fund (i.e. KAKENHI).
   - Applicants must submit the research result report until the end of March, 2025.

10. Contacts

    Nakayama or Okutani in the Woman Researchers Support Office (Nakamozu)

Office hours:	Monday – Friday 9:30 am – 5:00 pm, except national holidays
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