

Nagoya University Young Leaders Cultivation Program for Academic Year 2025
— YLC (Young Leaders Cultivation) —
Application Guidelines

1. Objectives

Nagoya University's Academic Charter highlights its primary goal to emerge as a leading global research university. Achieving this requires young, independent faculty capable of pioneering significant fundamental research. YLC Program seeks to hire outstanding new doctoral graduates as Designated Assistant Professors ("YLC faculty members"), offering training and support to help them contribute to Nagoya University's educational and research advancement through a wide-ranging, international, and interdisciplinary approach.

2. Recruitment details

- (1) Fields : All fields of the humanities, social sciences, and natural sciences.
- (2) Position : Designated Assistant Professor (full-time with, fixed term)
- (3) Employment : April 1, 2025, to March 31, 2030 (*1)
- (4) Vacancies : Approximately 8 (including internal, at least 1 female, at least 1 international applicants) (*2)
- (5) Responsibilities :
 - ① Conducting research as outlined in the submitted application.
 - ② Participating in symposia, etc. hosted or co-hosted by the Institute for Advanced Research (IAR), and presenting at, planning, and organizing other activities including seminars.
 - ③ Publishing research findings in the Nagoya University database and elsewhere, and reporting on research activities.
 - ④ Engaging in educational activities, such as teaching students and mentoring graduate students in the host department (effort limited to 30% of working hours).
 - ⑤ Serving as mentors to students in the Leading Graduate Schools Program.
 - ⑥ Fulfilling additional responsibilities as deemed necessary by the IAR Director.

(*1) Current Nagoya University employees, may not extend beyond 10 consecutive years from their start.

(*2) Subject to change depending on the circumstances.

3. Eligibility requirements

- (1) Degree
 - Applicants must have earned their doctoral degrees within the last eight years as of April 1, 2025 (*1 and 2).
 - Applicants must disclose any research interruptions on their application.
 - (*1) This includes those expected to receive a doctoral degree by April 1, 2025, and the applicant, who received a doctoral degree within the last eight years, excluding any periods of maternity, paternity and childcare leave ("childcare leave, etc.").
 - (*2) The applicant who do not obtain their doctoral degree by April 1, 2025, will not be eligible for employment.
- (2) Endorsement:
 - Applicants must be endorsed by faculty member employed at Nagoya University (the host faculty

member) at the time of application (*1 and 2) and its endorsement must be confirmed by the head of the department to which the host faculty member is belongs.

(*1) This excludes emeritus professors, fixed-term faculty members, and tenure track faculty members.

(*2) For information on Nagoya University faculty, search:

<https://profs.provost.nagoya-u.ac.jp/search?m=home&l=en>

(3) Other

- ① Preference for applicants with postdoctoral experience, e.g., a Postdoctoral (PD) Research Fellowship from the Japan Society for the Promotion of Science (JSPS).
- ② Preference for applicants with study abroad experience during or after their doctoral program (for a year or more). Those in fields where study abroad is not essential should note this on their application.

4. Application category

(1) General applicants

Those who fulfill criteria specified in 3. Eligibility requirements.

(2) Internal (Nagoya University) applicants

Applicants who meet the eligibility requirements specified for (1) General applicants and have received or are expected to receive a doctoral degree from Nagoya University.

(3) Female applicants

Female applicants who meet the eligibility requirements specified for (1) General applicants.

(4) International Applicants

Non-Japanese nationals who meet the eligibility requirements specified for (1) General applicants.

5. Working conditions

(1) Affiliation : Assigned to the host department at Nagoya University Institute for Advanced Research.

(2) Working hours : A daily commitment of 7 hours and 45 minutes, governed by the Discretionary Labor System for Professional Work

(3) Salary : Determined by Nagoya University Regulations, utilizing an annual salary framework with a typical amount of approximately 5,700,000 yen

(4) Commuting allowance : Provided in accordance with the Nagoya University Regulations.

(5) Severance allowance : Not available

(6) Holidays : Saturdays/Sundays, public holidays, and the New Year break (December 29 - January 3)

(7) Other leave : Annual paid leave, special leave (such as refreshment leave), sick leave

(8) Social insurances : Coverage includes health insurance through The Ministry of Education, Culture, Sports, Science and Technology Mutual Aid Association, employees' pension insurance, employment insurance, and industrial accident compensation insurance

(9) Other :

① In alignment with the program's goals, hired faculty members are expected to evolve into autonomous researchers and educators by the program's conclusion. Therefore, it is essential for the host department's faculty to consider this objective and act accordingly, enabling the new faculty to prioritize research and teaching activities.

② The host department will provide the necessary research spaces, facilities, and associated fundings to the YLC faculty members under its wings.

③ Childcare leave and related matters will be managed according to the "Tokai National Higher Education and Research System Employee Working Hours and Leave Rules" and the "Tokai National

Higher Education and Research System Employee Childcare Leave Rules”.

- ④ In case of childcare leave, the employment period (tenure) may be extended in one-month increments, matching the duration of the leave taken. Similarly, for sick leave, the employment period may also be extended in one-month increments, up to a maximum of 12 months. Nonetheless, the total duration of employment, including any extensions, cannot exceed 10 years counting from the start date of employment at Nagoya University, regardless of the individual’s role as a YLC faculty member.
- ⑤ YLC faculty members interested in tenure may undergo a YLC tenure review process (*), which will be conducted in accordance with the separately defined “How to Conduct Tenure Screening for YLC Faculty members who wish to apply”.

(*) How to Conduct Tenure Screening for YLC Faculty members who wish to apply (general outline)

1. After three or four academic years of employment, starting from the hiring year (eligible for review twice), undergo a preliminary review conducted by the IAR.
2. YLC faculty members who pass the preliminary review will be listed on the tenure candidate roster and be announced to the department.
3. Candidates who are offered and accept a position from the department will undergo tenure review after four or five academic years of employment.
4. YLC faculty members who pass the tenure review will be assigned to the department starting April 1 in the academic year following the review.
5. YLC faculty members who do not pass the tenure review in their fourth academic year of employment may undergo tenure review in the following year, while those in their fifth academic year of employment are expected to leave upon completion of the five-year YLC faculty term.
6. Up to two YLC faculty members may pass tenure review and acquire tenure per academic year.

6. Application Procedures

Please thoroughly read “Nagoya University Young Leaders Cultivation Program for Academic Year 2025 — YLC (Young Leaders Cultivation) — Application Guidelines” and “Frequently Asked Questions (FAQ)” on the website of the Nagoya-IAR (<http://www.iar.nagoya-u.ac.jp/eng/>), as well as the notes and instructions on each form. After reviewing these materials, prepare the application documents (designated forms for the relevant academic year) and submit them to the address for submission by e-mail within the application period. Given that experts from diverse fields of research will conduct the screening, ensure that your application documents are written and presented in a manner that can be easily understood also by researchers in other fields. Alterations to the forms, such as adding pages, are not allowed.

(1) Application preparation

【Applicant】

- ① Initiate contact with a faculty member at Nagoya University who you intend to have as your host to secure their agreement to host you.
- ② Consult with the host faculty member about obtaining a Recommendation Letter from a researcher in your field of specialization (excluding the host faculty member) and request that the identified researcher prepare the Recommendation Letter to be submitted to the host faculty member.

【host faculty member】

- ① Decide whether or not to approve hosting requests by coordinating with applicants seeking to be hosted and the head of the host department.
- ② Determine, in consultation with the applicant, a researcher in the relevant field of specialization (excluding the host faculty member) to request the preparation of the Recommendation Letter.

【Head of the host department or equivalent】

Upon receiving of a proposal from the host faculty member, decide on whether or not to accept the applicant.

(2) Application documents

① Application form (Form 1) — Applicant

Fill out the form after thoroughly reading the notes and instructions for each item and submit it. We will not respond to inquiries about the content.

② Copy of diploma — Applicant

Submit only your doctoral degree certificate. (Excludes those expecting to obtain a doctoral degree)

③ Three significant research achievements (papers and other achievements) — Applicant

This does not apply if you have fewer than three achievements.

④ Entry sheet (Form 2) — Applicant

Ensure that all entries match those on the application form (Form 1), as they will be registered as basic information for your application.

⑤ Letter of Acceptance (Form 3) — Host Faculty Member

The host faculty member must prepare and submit this document within the application period after obtaining approval from the head of the host department or equivalent. In principle, each host faculty member may accept only one applicant per year. If the host faculty member hopes to accept multiple applicants, please prioritize them. This information should not be shared with the applicant.

⑥ Recommendation Letter (free format: Japanese or English) — Applicants/Host faculty members

- The host faculty member receives a Recommendation Letter from the researcher in the field of specialization to whom the applicant has asked for its preparation, and submits it within the application period. This letter should not be shared with the applicant.
- Roughly 1,000 characters in Japanese or 500 words in English.

⑦ Declaration of applicable specific categories — Applicant

This applies to all applicants (Refer to **9. Other** (6) described below.)

(3) How to submit application documents

	Applicant	Host faculty member
Documents to be submitted	① Application form (Form 1) ② Copy of diploma ③ Three significant research achievements (papers and other achievements) ④ Entry sheet (Form 2) ⑦ Declaration of applicable specific categories	⑤ Letter of Acceptance (Form 3) ⑥ Recommendation Letter (free format: Japanese or English)
File name	1_2025 YLC Application (applicant's full name) [PDF] Documents ① to ③ are to be combined into a single file in the following order. - Application form (Form 1) - Copy of diploma - Proof of acceptance documents (as applicable) - Three significant research achievements	(Name of the host department) 2025YLC Letter of Acceptance (applicant's full name) [PDF] 2025YLC Recommendation Letter (applicant's full name) [PDF]

	(Papers and other achievements) 2_2025YLC Entry sheet (applicant's full name) [Excel] 3_2025YLC Declaration of applicable specific categories (applicant's full name) [PDF]	
E-mail title	2025 YLC Application (applicant's full name)	2025 YLC Recommendation Letter (applicant's full name)
Address for submission	YLC Application Staff, Research Organization Support Division, Research Cooperation Department, Nagoya University (ylc@t.mail.nagoya-u.ac.jp)	

7. Application period

The application window is open from March 15, 2024 (Friday), to May 1, 2024 (Wednesday), closing at 12 a.m. JST. The deadline is strictly observed.

Applicants are advised to submit their Letters of Acceptance ahead of time, as the submission deadline may vary across different host departments.

8. Screening process, announcement of results and related information

(1) Initial screening (document review)

The IAR's YLC Screening Committee will appoint document reviewers to evaluate applications based on the screening categories selected by the applicants. Following this evaluation, the YLC Screening Committee will deliberate and decide whether the applicant has passed the screening or not.

(2) Second screening (interview)

Those who advance past the initial screening will undergo an interview conducted by interviewers appointed by the IAR's YLC Screening Committee, and the final hiring decision will be made after discussions during the IAR and Nagoya University meetings. Interviews are scheduled for September 10, 2024 (Tuesday), and will be held either in person or online, with the specific format to be clarified alongside the initial screening.

(3) Announcement of results

The initial screening results are expected to be announced in late August, and the second screening results are expected in mid-October. However, the schedule is subject to change.

9. Other

(1) The YLC program is committed to achieving a 50% representation of female faculty members.

Therefore, when applicants are deemed equal in terms of their achievement (including research, teaching, societal contributions, and personal attributes), priority will be given to hiring female applicants.

(2) Application documents will be used within the scope necessary for the selection process and only to the extent necessary for the execution of duties.

(3) Application documents will not be returned.

(4) Applicants are responsible for covering their own travel cost and related expenses when participating in the second round of screening.

(5) We will not respond to inquiries about the reasons for the screening results.

- (6) Following the November 2021 update to the Foreign Exchange and Foreign Trade Act (FEFTA) regarding “deemed exports,” sharing certain sensitive technologies with faculty and staff at universities and research institutions is now regulated under the FEFTA. Applicants must submit a “Declaration of applicable specific categories” based on the “Flowchart for determining applicable specific categories” when applying. Additionally, a “Letter of Confirmation” is required upon employment.
- (7) In principle, the period of overseas research shall not exceed two years during the first three years of appointment and one year for the subsequent two years.

10. For **inquiries about applying for this program, contact:**

YLC Application Staff,

Research Organization Support Division, Research Cooperation Department,

Nagoya University

E-mail: ylc@t.mail.nagoya-u.ac.jp

* Before submitting an inquiry, please review “Frequently Asked Questions (FAQ)”.