

Recruitment Announcement

Specially Appointed Faculty (Management) / University Research Administrator (URA) (Outreach), Advanced Institute for Marine Ecosystem Change, Tohoku University

May 12, 2026

Job Title	Specially Appointed Faculty (Management) / University Research Administrator (URA) ※Position will be determined based on experience and other factors.
Number of Positions	1 person
Duty Station	Advanced Institute for Marine Ecosystem Change, Tohoku University 〒980-8578 6-3 Aramaki Aza Aoba, Aoba-ku, Sendai-shi, Miyagi or 〒980-8577 2-1-1 Katahira, Aoba-ku, Sendai-shi, Miyagi
Duties	<p>The candidate will be expected to engage in the following tasks</p> <p>[Outreach]</p> <ol style="list-style-type: none"> 1. Outreach and literacy building in marine science concerning the Institute for Advanced Study of Changing Ocean Ecosystems (WPI-AIMEC), Tohoku University 2. Disseminating research results and plans of WPI-AIMEC to society 3. Developemnt of collaboration system across departments related to outreach 4. Support for activities related to improving the quality of research and education in outreach 5. Collaborative work related to outreach, etc. <p>In addition to the above, as part of the mutual support duties of URAs, candidate will engage in collaborative support activities with existing URAs including international coordination, research evaluation, program coordination, etc. Furthermore, the candidate will be responsible for liaising with Tohoku University’s administrative office and participating in management and operational duties.</p> <ul style="list-style-type: none"> • Following the adoption of the joint proposal between Tohoku University and the Japan Agency for Marine-Earth Science and Technology was selected for the Ministry of Education, Culture, Sports, Science and Technology's “World Premier International Research Center Initiative (WPI)”, in this recruitment, we are looking for one expert to work at the Tohoku University Advanced Institute for Marine Ecosystem Change (WPI-AIMEC), which was established on January 1, 2024. • The WPI-AIMEC is an international research center jointly established by Tohoku University and the Japan Agency for Marine-Earth Science and Technology (JAMSTEC) to conduct research on the response and adaptation mechanisms of marine ecosystems to climate and environmental changes in the Earth system. The center aims to create a new academic field of “Ocean-Ecosystem Change Systematics” that integrates ocean physics, ecology, and mathematical and data sciences; to deepen our understanding of the interconnectivity, stability, and adaptability that are important for maintaining the ocean and ecosystems; to improve the predictability of such changes; and to develop the next generation of leaders in the field, thereby contributing to the advancement of this academic field and the regeneration and restoration of the ocean and ecosystems. <p>If hired, a candidate will be required to perform the above duties on a full-time basis. (For example, the applicant cannot engage in research activities as a principal investigator of a Grants-in-Aid for Scientific Research or in educational activities such as lectures for students.)</p>
Qualifications	The candidate is expected, to have a Ph. D. related to the work, to have abilities equivalent to the Ph.D. , or to have abilities equivalent to the qualifications of a "Certified URA" from the Japan Certification Board for Research Administration and Management Skills.

	<p>Applicants must have experience or be willing to engage in the duties described in [Duties] above. Sufficient communication skills in Japanese and English are desirable.</p> <p>Applicants must have experience in the duties described above in [Duties], or be willing to engage in such duties in the future. It is desirable for applicants to have sufficient communication skills in Japanese and English, and experience in administrative work at a Japanese university such as Tohoku University.</p>
Starting Date	October 1st, 2026 (negotiable)
Term	In principle, from the date of employment to September 30, 2031. However, the appointment may be renewed for up to five years. (Renewal for up to 10 years is possible through the approval by the university's selection committee.)
Working Hours	<p>Full-time (8:30 am~5:15 pm)</p> <p>As stipulated in the rules of employment for employees of Tohoku University National University Corporation.</p>
Salary and Benefits	<p>Annual income based on the regulations of Tohoku University commensurate with your education and experience.</p> <p>(Reference)</p> <p>【Specially Appointed Professor (Management)】 Ph.D. degree and 25 years of work experience, approx. 9.5 million yen</p> <p>【Specially Appointed Associate Professor (Management)】 Ph.D. degree and 20 years of work experience, approx. 8.2 million yen</p> <p>【Specially Appointed Senior Assistant Professor (Management)】 Ph.D. degree and 15 years of work experience, approx. 7.4 million yen</p> <p>【Specially Appointed Assistant Professor (Management)】 Ph.D. degree and 8 years of work experience, approx. 6.1 million yen</p>
Social insurance	Enrolled in MEXT's Mutual Aid Association, employment insurance, Industrial Accident Compensation Insurance, etc.
Application Materials	<p>Please submit the following documents in either English or Japanese by e-mail to [Contact information].</p> <p>In the body of the email, please indicate that you are applying for the position of "Research Evaluation and Analysis" and the reason for your application (a job media you have read, etc.).</p> <ol style="list-style-type: none"> 1. Resume (photo required, e-mail address to be included, any format) 2. List of work or performance activities related to research support, etc. (categorize and describe specific work such as research project planning, management, public relations, industry-academia collaboration, international exchange, etc., intellectual property management, outreach activities, original papers, theses, books, awards, patents, qualifications obtained, and other items that may be helpful) 3. List of work or performance activities related to research, education, or other work (categorize and list original papers, dissertations, books, awards, patents, qualifications obtained, and other items of reference) 4. Summary of past research support or activities in research, education, or other work (approximately 1,000 characters in Japanese or 500 words in English) 5. Aspirations for the work in question (about 1,000 characters in Japanese, 500 words in English) 6. Documents showing language ability (copies of documents that can prove overseas experience and scores on TOEIC, JLPT, etc.) 7. Names, contact addresses, telephone numbers, and e-mail addresses of two persons who can refer to the applicant
Application Deadline	Must arrive no later than June 30, 2026
Selection process	After screening of documents, an interview will be conducted. Details of the interview will be communicated to eligible applicants.
Contact information	<p>980-8577</p> <p>2-1-1 Katahira, Aoba-ku, Sendai-shi, Miyagi</p>

	<p>Research Promotion and Planning Department, AIMEC, Tohoku University Tel: +81-22-226-1070 E-mail: aimec-soumu@tohoku.ac.jp (Contact us by e-mail.)</p>										
Other	<ul style="list-style-type: none"> • There are four kinds of Research Administrator positions and designations: This designation may be used when approved by a designated committee within the university. <table border="1" data-bbox="427 421 1433 880"> <thead> <tr> <th data-bbox="427 421 715 454">type of occupation</th> <th data-bbox="722 421 1433 454">designation</th> </tr> </thead> <tbody> <tr> <td data-bbox="427 454 715 555">Specially Appointed Professor (Management)</td> <td data-bbox="722 454 1433 555">Principal Research Administrator (Principal URA)</td> </tr> <tr> <td data-bbox="427 555 715 656">Specially Appointed Associate Professor (Management)</td> <td data-bbox="722 555 1433 656">Senior Research Administrator (Senior URA)</td> </tr> <tr> <td data-bbox="427 656 715 779">Specially Appointed Senior Assistant Professor (Management)</td> <td data-bbox="722 656 1433 779">Leading Research Administrator (Leading URA)</td> </tr> <tr> <td data-bbox="427 779 715 880">Specially Appointed Assistant Professor (Management)</td> <td data-bbox="722 779 1433 880">Research Administrator (URA)</td> </tr> </tbody> </table> <p>Tohoku University promotes activities to increase Diversity, Equity, and Inclusion (DEI) and encourages people of varied talents from all backgrounds to apply for positions at the university.</p> <ul style="list-style-type: none"> • Pursuant to Article 8 of the Act on Securing, Etc. of Equal Opportunity and Treatment between Men and Women in Employment, Tohoku University shall, as a measure for increasing the presence of women among the academic staff, prioritize the hiring of women deemed qualified for each job opening, based on impartial evaluation. • Tohoku University has published 'Tohoku University - Live as Who You Are - Guidelines for Gender and Sexual Diversity' to provide explanations and details of how those at the university should respond with respect to diverse sexuality. The purpose of the guidelines is to create an environment in which all students, faculty, and staff respect diverse sexuality in their academic, research, and professional activities • Tohoku University has the largest on-campus childcare system of all Japanese national universities. This network comprises three nurseries: Kawauchi Keyaki Nursery school (capacity: 22) and Aobayama Midori Nursery school (116), both open to all university employees, as well as Hoshinoko Nursery school (120), which is open to employees working at Tohoku University Hospital. In addition, Tohoku University Hospital runs a childcare room for mildly ill and convalescent children which is available to all university employees. • See the following website for information on these and other programs that Tohoku University runs to assist work-life balance, to support researchers, and to advance gender equality, including measures to promote childcare leave among male employees. Center for Diversity, Equity , and Inclusion, Tohoku University website: http://www.tumug.tohoku.ac.jp/ Human Resources and Planning Department website: https://c.bureau.tohoku.ac.jp/jinji-top/external/a-4-kosodate/ For further details, please refer to the Center for Diversity, Equity , and Inclusion, Tohoku University website: http://tumug.tohoku.ac.jp/dei/ (DEI Declaration) http://tumug.tohoku.ac.jp/tu_guideline_rev2-2/ (Guidelines) 	type of occupation	designation	Specially Appointed Professor (Management)	Principal Research Administrator (Principal URA)	Specially Appointed Associate Professor (Management)	Senior Research Administrator (Senior URA)	Specially Appointed Senior Assistant Professor (Management)	Leading Research Administrator (Leading URA)	Specially Appointed Assistant Professor (Management)	Research Administrator (URA)
type of occupation	designation										
Specially Appointed Professor (Management)	Principal Research Administrator (Principal URA)										
Specially Appointed Associate Professor (Management)	Senior Research Administrator (Senior URA)										
Specially Appointed Senior Assistant Professor (Management)	Leading Research Administrator (Leading URA)										
Specially Appointed Assistant Professor (Management)	Research Administrator (URA)										

	<p>All documents submitted will not be used for any purpose other than the selection process. Also, all application documents will not be returned.</p>
--	---