

Global COE Program “Digital Humanities Center for Japanese Arts and Cultures”  
Guideline for RA Type-II Application  
for the First- year Students in Doctoral Program

We are pleased to announce the recruitment of “Research Assistant Type-II” (hereinafter “RA Type-II”) under the Global COE Program “Digital Humanities Center for Japanese Arts and Cultures” (hereinafter “DH Center”) for the 2011 Academic Year.

1. Responsibilities of Research Assistants

The RAs will be expected to conduct research, research support, and some other tasks under the instructions of the DH Center Director.

2. The Number of the RAs to be Employed: A few

3. Eligibility

- (1) Enrolling in April, 2011, you ought to be a first-year student in doctoral program of Ritsumeikan University when the Research Assistantship goes into effect.
- (2) You ought to have expertise related to research activities which the DH Center’s project members are conducting, and to engage in their research.
- (3) You ought to allow a project member of the DH Center to manage your job.

4. Affiliation

The successful RAs will belong to the Kinugasa Research Organization.

5. Employment Period

From May 1, 2011 to March 31, 2012

6. Terms of the Research Assistantship

- (1) Monthly stipend of maximum JPY 170,000, including tax for three-day work per a week.  
The Center will make a final decision on this amount, after reviewing the RA’s working conditions and achievements.
- (2) No allowances for dependents and housing will be provided.
- (3) RAs will not get insurance from the Mutual Aid Cooperation for Private Schools of Japan as well as employment insurance.
- (4) RA Type-II’s labor terms and conditions are to be included in the contract between the successful candidate and Ritsumeikan University.
- (5) The DH Center Grants for Young Researchers to Support Their Research Activities may be awarded after evaluation.
- (6) In some cases, the Center will pay for the RA’s research trips abroad by the DH Center Grants for Young Researchers to Support Their Research Activities Abroad.
- (7) The RAs can apply for the JSPS International Training Program (ITP).
- (8) The RAs can apply for the JSPS Institutional Program for Young Researcher Overseas Visits.
- (9) The RAs can apply for Ritsumeikan University Incentive Scholarships for the Global COE Program.

7. Selection Process and Notification

- (1) The Selection Committee will conduct screening of applicants. The Director of the DH Center will hold the Committee as the chairperson.
- (2) Based on the evaluations by the Committee, employment will be confirmed by the Administration Board of the Kinugasa Research Organization where the successful applicant will be affiliated.
- (3) The DH Center will notify the screening results by mail around the end of April, 2011.
- (4) Application Forms submitted by the applicant will be used for the selection purposes only. Note that the submitted Forms will not be returned.
- (5) Personal information received in the Application Forms will not be used for any purposes other than this selection.

#### 8. Application Process

- (1) Applicants should submit the following Forms:

Form No. 1: Application Form for Research Assistant (RA) Appointment

Form No. 2: CV

- (2) Application Deadline

**April 7, 2011 (Thursday) by 17:00**

- (3) Submit to:

Office of Humanities and Social Sciences Research

c/o Shoko KURATA

Shugakukan, 2<sup>nd</sup> Fl., Kinugasa Campus

Ritsumeikan University

56-1 Toji-in Kita-machi

Kita-ku, Kyoto, 603-8577 Japan

Phone: +81-75-465-8476 (9:00AM-5:30PM JST ) ext. 511-2825

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