

Science Officer [Contract Employee], Future Earth Center, Research Institute for Humanity and Nature (RIHN)

1 contract position for Science Officer (researcher), to be located at the [Research Institute for Humanity and Nature](#) in Kyoto, Japan (Possibility of changing work location: None)

Division description

The position is hired under the Future Earth Center and dedicated to the Asia Science Mission.

Job description

The [Asia Science Mission](#) is hosted at the Research Institute for Humanity and Nature, and led by a consortium from Future Earth Asia with RIHN, the Asia Pacific Network for Global Change Research and the Fenner School of the Australian National University. The ASM is a first-of-its-kind regional initiative designed to coordinate transdisciplinary science and innovation across Asia to address complex sustainability challenges. The ASM connects scientific, policy, and community actors to co-design actionable solutions—starting with demonstration pilot projects—on issues such as climate change, biodiversity, and food-water-energy systems. It aims to fill critical coordination, knowledge, and implementation gaps that national and sectoral efforts alone cannot resolve.

The Science Officer will work in a dynamic international setting on a range of sustainability issues.

The primary responsibilities of the Science Officer will include:

1. Provide coordination and communication support for Asia Science Mission activities, capacity building, fundraising, and partnerships, including liaising with demonstration sites and the Future Earth network.
2. Conduct research and analysis on socio-ecological systems, transdisciplinary integration, learning systems for demonstration sites and others.
3. Support data management and systems synthesis.
4. Document processes, outcomes, and lessons learned to strengthen institutional knowledge.
5. Develop and oversee contract agreements to support effective collaboration.
6. Monitor progress and prepare reports to track achievements of the initiative.
7. Manage a stakeholder engagement tracker and foster productive partner relationships.

Possibility of change in work content: The role is dynamic and will evolve in line with the requirements of the Asia Science Mission and Future Earth Center at RIHN.

Qualifications

- (1) Ph.D. in a discipline relevant to global environmental change and sustainability or equivalent experience (preferred); candidates with a relevant Master's degree or relevant experience in sustainability research or practice will also be considered.
- (2) Experience: Background in research, project coordination, or program management in sustainability, environmental science, or related fields. Experience with international, multi-stakeholder projects and fundraising is a strong asset.
- (3) Strong analytical and research skills, including ability to synthesize complex information. systems thinking, stakeholder engagement, initiative, and the ability to work across cultures and disciplines
- (4) Familiarity with project management, contract development and monitoring.
- (5) Proficiency in documentation, reporting, and stakeholder tracking tools.
- (6) Exceptional, written and verbal communication skills in English with a focus on science communication; ability to engage with diverse stakeholders across cultures and disciplines especially in Asia.
- (7) Ability to manage multiple tasks, meet deadlines, and work both independently and as part of a team.

Terms of employment: Fixed term contract until March 2027, renewable until June 2027, with possibility of renewable annually subject to performance, budget availability of Asia Science Mission and the relevant regulations at RIHN.

Working Hours: Based on the general working hours of Mon.–Fri. 8:30-17:00 (excluding the 12:15-13:00 lunch break), with discretionary employment system of professional work. Holidays: Japanese national holidays and 29 December–3 January.

Salary and insurance: Daily wage 19,000 JPY, plus commuting allowance, rent allowance, and overtime Allowance (No other compensation, awards and termination benefits). The successful candidate will be enrolled in the Health Insurance and the Employees' Pension Insurance, and the Employment Insurance in accordance with applicable laws and regulations.

Overseas candidates are welcome to apply; however, the organization cannot provide financial support for relocation.

Application Materials:

To apply, please submit the following documents in English:

- a) Curriculum vitae, (A4, with your portrait photograph pasted.)
- b) Brief description about your experience relating to the position. (About 1,000 words, A4, 2 sheets or fewer.)
- c) Response to 2 essay questions (maximum 200 words)
 - 1. How do you understand the core framework and approach of the Asia Science Mission, and how would you operationalize this framework to contribute to a new regional demonstration site?
 - 2. How do you approach building deep trust, establishing long-term partnerships, and co-designing initiatives with societal actors?
- d) Information of two references (Names, contact phone number, and e-mail address).

*1 All the materials above should be submitted on A4 size paper. Please print your name on each of the first page of the document. Application materials will not be returned.

*2 Please note that all submitted documents will only be used for selection purposes during this selection process

Application Deadline

26 July 2026 by 23:00 Japan time

Selection Process

A shortlist will be made by a selection committee on the basis of how well the application demonstrates that the candidate meets the requirements set out here. Candidates on the shortlist will be invited for an online interview or at RIHN on the morning of August 7, 2026.

E-mail your Application Materials to:

Ria Lambino
Director, Future Earth Center
RIHN
E-mail : rlambino@chikyu.ac.jp

Other

RIHN guarantees equal opportunities to all individuals regardless of nationalities and gender orientations.

RIHN promotes gender equality. We look forward to receiving a number of applications from female candidates.

RIHN seeks to prevent passive smoking by prohibiting smoking in all our facilities except in designated areas.