

Radiation Effects Research Foundation

Open Search for a Chief of the Department of Information Technology

Organization

The Radiation Effects Research Foundation (RERF) in Hiroshima and Nagasaki, Japan, is a binational foundation supported by the Japanese and U.S. governments and is recognized throughout the world as a leader in the study of radiation health effects. RERF and its predecessor have been in continuous operation since 1947 and are conducting the longest and largest epidemiological follow-up study in the world.

RERF is currently conducting a search for a new chief of the department of Information Technology.

Outline of the department

The Information Technology Department (ITD) is charged with supporting the technology infrastructure of RERF. The department consists of the Systems Technology Section and the Library and Archives Section; there are 13 employees. The current structure of the ITD includes two sections:

- **The Systems Technology Section** handles the planning, introduction, and construction of network and servers, and the maintenance of hardware environments (inclusive of personal computers distributed to personnel). In addition, the section constructs a variety of databases store research data and manages the development of relevant application software. Among the section's recent focuses are the prevention of illegal attacks on the RERF network and infections with computer viruses, and personal-information management of the data on study subjects per the Japan's Personal Information Protection Law.
- **The Library and Archives Section** manages the RERF Library specializing in medical materials, scientific RERF publications, scientific reports released by RERF research scientists, and historical ABCC-RERF materials.

Development of the Research Resource Center

RERF has collected world-class research data and biosamples over its 70-year history but does not have state-of-the-art tools for data access, integration and visualization. In order to improve this situation, the Research Resource Center (RRC) is being developed as a new initiative within RERF to integrate all collected materials to facilitate research using industry-standard tools and best practices. The system will help RERF researchers quickly search and access materials effectively for intra- and inter-institutional collaborative research purposes. This is a unique opportunity to create a world-class tool to facilitate important health research. The department chief of the ITD will help lead the effort to develop and install the RRC as RERF's highest priority.

Opportunities and Responsibilities

The ITD department chief's position is a managerial position. The chief must understand the department's duties and handle on-site decision-making and supervision. He/she is required to define far-sighted goals, prepare the department's long-term vision and policy, and assemble a team of skilled employees that can reach such goals, including hiring new employees into the future. The chief of the ITD will have the opportunity to participate in industry conferences in

Japan and abroad to learn the latest trends in research data integration and oversee an important department to help RERF continue to make important contributions to the health and welfare of the atomic bomb survivors and other medical research.

In addition, the department chief needs to offer pertinent advice and support in response to the requests for consultation, etc. from other department chiefs and research staff and also needs to handle negotiations with IT service vendors.

RERF seeks a person with knowledge and skills described below.

1. Skill to manage the overall department (some management experience preferred),
2. Knowledge about IT technology and data management,
3. Skill to understand the foundation's focus on research, and help to develop systems to facilitate data access (experience in Information Science would be helpful),
4. Willingness to learn new skills as needed,
5. Skill to develop plans and to present the plans in writing,
6. Strong Japanese written and verbal skills (some English ability helpful),

Application information

Review of applications will continue until the position has been filled. After reviewing the application materials, selected candidates will be contacted for interviews. A complete application consists of:

- a) Name, address, phone number, and email address
- b) Education and work history
- c) Statement of interests and goals (1 A4 page)

Handling of personal information: Application materials will be used for recruitment reviews only. We will not provide the personal information collected from applicants to third parties without reasonable justification.

Employment Style

Fixed-term Research Scientist (full-time)

Through evaluations in the future, the contract for fixed-term research scientist can be renewed, or its position can be converted to the status of permanent research scientist.

Work Location

Hiroshima, Japan

Compensation

RERF is a Japanese public-interest corporation. We have adopted a salary system generally based on the salary scales for the Japanese government's fixed-term researchers.

Send application materials to

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Further information

<http://www.rerf.or.jp>

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