

2016 INTERNSHIP PROGRAM OF KEEP, JAPAN

Kiyosato Educational Experimental Project, Inc. known as “KEEP” is a non-profit community development organization founded on four ideals of Food, Health, Faith, and Hope for Youth, and now operates organic jersey milk cow farm, nursery school, church, museums, nature center, lodgings, restaurants, cafes, and shops at the foot of Mt. Yatsugatake.

Since its start, KEEP has hosted international volunteers and interns offering opportunities to develop cross-cultural understandings and experiences among youth through working together.

JOB DESCRIPTION

Following 2 positions are available for KEEP Internship program 2016 from June till August.

1. St. Francis Discovery Center and KEEP Camp (Daily), plus

Assistant teacher for English programs (Weekly & Monthly), or

2. Paul Rusch Memorial Museum (Daily), plus

Assistant teacher for English programs (Weekly & Monthly)

**If the intern is fluent in Japanese speaking/listening, there would be trial opportunity available to work at the restaurants or the front desk of more formal type of lodge “Seisen-Ryo.”*

More specifically, following tasks would be asked to interns:

1. Working at St. Francis Discovery Center and KEEP Camp (Daily)

These facilities are designed for schools, church groups, parties, or company trainings, providing unique nature and international programs, and serving homemade dishes at the dining using KEEP Jersey milk and locally and organically grown vegetables in a warm feel-at-home atmosphere.

Duties: Interns will be working among the two facilities flexibly for

- ✓ Kitchen work, including cutting vegies, washing dishes, setting up and clearing tables
- ✓ Housekeeping work of rooms, cabins, halls and facilities
- ✓ Outdoor work, including cutting weeds, working in the forest, taking care of mini garden
- ✓ Assisting special events/ programs like wedding parties, environmental programs

2. Working at Paul Rusch Memorial Museum (Daily)

It is a small museum to preserve and advocate the legacy of the KEEP’s founder’s work and spirits, still on-going process of making the foundation. Recently, it has started making accessible data archives of documents, photos, and the Indian art collections.

Duties Interns will support the curator by

- ✓ Helping daily operation including open/close, greeting visitors, cleaning of the facility

- ✓ Data input and document filing
- ✓ Creating special exhibition etc., according to the intern's interest and background

(ALL INTERNS) Assistant Teacher for English programs (Weekly & Monthly)

KEEP provides a series of environment and cross-cultural programs in English for local community using playful and interactive methods to create opportunities for them to have international understanding and cross-cultural experiences.

Duties: Interns will work closely with KEEP staff to develop the contents and will assist the KEEP staff to lead the classes/programs.

- ✓ Monthly English camp program at KEEP, and weekly lessons at community centers
- ✓ English lessons for the preparatory sessions of the exchange program operated by city

QUALIFICATIONS

To enjoy everyday life at KEEP, the position is suitable for those who

- ✓ Are open to new things, flexible, and has challenge spirits
- ✓ Enjoy working with international or non-English speaking staffs from various backgrounds
- ✓ Love Japan, and have understanding to Japanese culture and manners
- ✓ Enjoy country life in natural and outdoor environment

To accomplish the assigned tasks at workplace, the position is suitable for those who

- ✓ Can communicate actively with other staffs, and work in team
- ✓ Can enjoy various type of customer service and hospitality works
- ✓ Physically durable or prepared to work in the kitchen or outdoor throughout the day
- ✓ Like to interact with children, or have experiences with kids' camps
- ✓ Eager to teach or develop English programs together with KEEP staff
- ✓ Minimum conversation level of Japanese is preferred, or have eager to learn Japanese (Most of KEEP staffs cannot speak in English, and Japanese would be the main language used in the workplace)

In addition to the above, to work in the museum, the position is suitable for those who

- ✓ Follow the rules and the confidentialities of the museum
- ✓ Eager to learn from wide range of work at a small museum including daily operation
- ✓ Have basic knowledge/experience of computer, Excel, and data processing
- ✓ Enjoy working individually and persistently. Motivated and self-disciplined person

WHAT YOU WILL LEARN/GAIN

1. A model case of Japanese community development: Interns can learn the history of KEEP and the spirit of its founder, Dr. Paul Rusch, at the Memorial Museum in the orientation and your free time
2. Practical Japanese skills and working experiences in Japan: Great opportunity to learn attitudes, manners, and hospitality of Japan
3. Friendship with local people and real Japanese life: Interns will have many chances to make Japanese friends from children to adult through introducing your culture and language. Interns will enjoy their own unique and real experiences of "Japan" that would never be learned from books or the internet.
4. Cross-cultural working experience: KEEP Camp has hosted many international interns from the US, France, Philippines and Afghanistan as well as international guests over the years, and such an international working environment is one of the special features of KEEP.
5. Country life: KEEP is surrounded by mountains and forests with various types of wildlife. Interns will enjoy nature hiking trails, horse ranches, hot springs nearby.

ABOUT KEEP

Located in the Yatsugatake Highlands in Kiyosato, Yamanashi, Japan, KEEP is an economic and community development project rooted in Christian faith. The organization was incorporated in 1948, and founded on four ideals: Food, Health, Faith, and Hope for Youth. KEEP introduced and encouraged dairy farming in 1947 as a viable solution for the local challenges of high altitude agriculture.

KEEP has grown to include environmental advocacy work and international outreach. KEEP provides a place for educational and cultural exchange between people of different backgrounds, languages, cultures, and religions to create and strengthen mutual ties dedicated to community development. KEEP has annually welcomed trainees and college interns from outside Japan since 1982. KEEP's mission has remained constant over the years: to offer program participants and visitors alike a new perspective, a stronger spirituality, a deeper cultural understanding, a richer appreciation for the ties that bind all people, and an opportunity to learn valuable agricultural, environmental, and community building skills.

KEEP provides programming for all ages from preschool children to seniors. Both Japanese and international visitors can enroll in educational programs on the environment, farming, and cross-cultural understanding in day programs or overnight camps. Last fiscal year, more than

32,400 people participated in educational programs at KEEP. Over 130,350 people visited KEEP's three museums. Approximately 1 million tourists visited KEEP during the year.

For more detail, please refer also our website: www.keep.or.jp (Japanese) or <http://ackeeep.org/> (English)