

2018 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 2018 from May till July.

1. Assistant teacher for English coaching programs (Daily), plus
St. Francis Discovery Center known as Nature school(Weekly)
or
2. Paul Rusch Memorial Museum (Daily), plus
Sub assistant teacher for English programs (Weekly & Monthly)

More specifically, following tasks would be asked to interns:

1. Working as an assistant program facilitator for English programs (Daily)

There will be various types of English coaching programs such as weekly lesson, cultural exchange program at the primary school or Kiyosato English camps in the nature surrounding. Started with the pre-made modules, the intern gradually develops the lesson contents and handle the entire program on his/her own. There could be the chance to work with the other American interns for this program.

Duties: Interns will support the program coordinator for

- ✓ Brainstorming for the program construction both in team and solo
- ✓ Preparing the materials and making the procedures needed for the programs
- ✓ Leading and handling the program as one of the main facilitators

This position is also required to work for the lodging service section in St. Francis Discovery Center (Nature school) at weekly base communicating with the center staffs in Japanese. Your dedication is

- ✓ Bed making and cleaning up the facilities
- ✓ Helping the staffs setting up the center for hosting the guests

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

This position is also expected to support the English coaching programs as an assistant at weekly and monthly base for

- ✓ 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 both in team and solo
- ✓ Like to interact with children, or have experiences with kids' camps
- ✓ Eager to teach or develop English programs together with KEEP staff
- ✓ Self-driven to start up, be continuous and achieve the mission
- ✓ Minimum conversation level of Japanese is preferred, or have eager to learn Japanese (Most of KEEP staffs don't speak 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. 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)