

Hakuho Scheme for a Global Children's Japanese Language Network

Guidelines for the 3rd Training Program in Japan for Overseas Teachers

The Hakuho Foundation was established in 1970 under the approval of the then Ministry of Education to ensure the sound development of children. In the 40 years since then, the Foundation has undertaken activities particularly in the fields of language, culture and education so as to nurture the infinite potential of children. Our initiatives include presenting the Hakuho Award to organizations and individuals that have made outstanding contributions to the education of elementary and middle-school children; the Language and Education Research Grant Program, commenced in 2005; the Japanese Language Research Fellowship Program, commenced in 2006, and the Hakuho Scheme for a Global Children's Japanese Language Network, commenced in 2007.

The Hakuho Scheme for a Global Children's Japanese Language Network is comprised of four programs intended to deepen understanding of and interest in the Japanese language and other cultures through cultural interactions between Japanese and non-Japanese children in the Japanese language.

We are pleased to announce that applications are now being accepted for the Training Program in Japan for Overseas Teachers, the first of the Scheme's four programs, which is being held this year for the 3rd time.

The Program aims to enhance Japanese language classroom environments overseas by offering non-native Japanese language instructors at overseas elementary and middle school-level learning institutions opportunities to train in Japan. Program objectives include not only increasing participants' personal knowledge and skills through what they see, hear and experience during the training period, but also enhancing the Japanese learning experience of their students after they return to their home countries through a deepened understanding of Japan and the teaching materials, etc. collected while in Japan.

This Program leads into the scheduled Japan Experience Program for Overseas Children and the Overseas Experience Program for Japanese Children.

Schools and Japanese language instructors who would like to participate are invited to learn more about the Scheme before they apply. We welcome and look forward to receiving many applications.

May 11, 2009

THE HAKUHO FOUNDATION

1. Overview

(1) Objectives

- 1) Acquisition of new Japanese language instruction viewpoints and skills
- 2) Gathering of teaching materials (existing teaching materials and original “living” teaching materials*) for classroom use

Participants will gather a variety of existing and living teaching materials(*) during the training period

* Living teaching materials: Pamphlets, product packaging, everyday items and similar items other than those sold as regular teaching materials that can be put to use in teaching Japanese culture and everyday life

- 3) Sharing of information between Japanese language instructors around the world

(2) Program Features

- 1) **Social and cultural experiences that give exposure to the underlying traditions and spirit of Japan**
By coming to know the Japanese spirit behind the language, participants will learn about the diversity of Japanese language instruction
- 2) **Learning about Japan’s traditional and modern culture and technology, and visiting special places provides opportunities to know the many faces of Japan**
By learning about traditional Japan and state-of-the-art Japan, participating instructors will deepen their insights, and their ability to generate student interest and motivation for learning.
- 3) **Visits to Japanese middle schools offer the opportunity to experience lessons and school life first-hand**
Piquing the interest of students in both countries helps foster interest in future interactions.
- 4) **Direct instruction from specialists in the Japanese language and Japanese language instruction allows participants to once again work on their Japanese**
Participants will have greater confidence in teaching Japanese.
- 5) **Ongoing information transmission and Japanese language instruction follow-up**
After completion of the Program, a global network for Japanese language instruction will be created on HGN, the Scheme’s Web program, where information about this program will be posted and program participants can share information with each other. Moreover, continuous follow-up is provided through the provision of a portal for consultation on issues related to Japanese language instruction such as use of living teaching materials.

(3) Implementation Period

October 25–November 11, 2009 (tentative)

Note that the Program length may be shortened or lengthened by a few days in the course of finalizing Program details.

(4) Training Venue and Accommodation

The Japan Foundation Japanese–Language Institute, Urawa (Saitama, Saitama Prefecture) and other locations

(5) Training Content (Tentative)

1) Orientation and Japanese refresher session

- Orientation to familiarize participants with the meaning and objectives of the Program so as to enable them to participate more effectively.
- Guidance, Japanese language proficiency improvement and training in teaching methods by a specialist instructor.
- Basic training to acclimatize participants to Japan and enable them to function here. Includes observing and experiencing everyday life around the training facility.

2) Experience of Japanese everyday life and culture

- Visits to various facilities and places. Experience and participation in Japanese social and cultural activities.
- Visits to Japanese middle schools. Interaction with students and teachers and observation of lessons and club activities.

3) Gathering and organization of living teaching materials, reconfirmation and sharing of Japanese language instruction methods (group discussion; presentation of results)

* Living teaching materials will be collected as opportunities arise throughout the training period.

- Discussion of methods of utilizing acquired living teaching materials. (Specialist instructors will be available for consultation.)
- Participants will share living teaching material processing and usage methods during their presentations.
- Participants will receive constructive criticism and advice from instructors and discuss further means of improving.

Training will be planned and implemented with the cooperation of the Japan Foundation and the Association for Japanese–Language Teaching, both of which specialize in Japanese language instruction for non–Japanese.

2. Application Guidelines

(1) Qualification Requirements

- 1) Instructors teaching the Japanese language to 12–15 year-olds (equivalent of junior high school age in Japan) in a school setting.

Note: In consideration of differing schooling systems in various countries, instructors of children of ages around this range will also be considered.

- 2) Able to demonstrate acquisition of a middle school teacher credential/qualification or other qualification deemed to be equivalent. Note: See 2. (3) B
- 3) Have passed Level 3 of the Japanese Language Proficiency Test or higher, or have the equivalent level of Japanese proficiency.

(2) Conditions for Application

- 1) You must be available to participate in this program for its entire duration: October 25–November 11 (tentative).
- 2) You must be of sound physical and mental health.
- 3) You must have consent to participate in this program from the head (school principal, etc.) of the educational institution to which you belong. * See 2. (3) C.
- 4) You must have permission to participate in this program from all other necessary national, governmental and other agencies.
- 5) Your school must be willing to consider sending students to Japan to participate in the Japan Experience Program for Overseas Students, which will be held after this program.
* Schools that participate in the Training Program in Japan for Overseas Teachers will be considered for the next Japan Experience Program for Overseas Children.
- 6) Your school must be willing to consider participating in the Overseas Experience Program for Japanese Children and hosting students from Japan.
- 7) You must be a non-Japanese national.
- 8) You and your school must consent to the video recording of this program and to the disclosure of program results on DVD, the Website and in notices (within the scope of the Foundation's activities).

(3) Documents for Submission

A. Application for Participation

Fill in the form provided in both Japanese and your native language in accordance with the instructions.

B. Teaching Credential/Certificate (any format)

Please submit a copy of your middle school teaching credential/certificate, or equivalent document.

C. Letter of Consent

Please obtain consent from the head (school principal, etc.) of the educational institution to which you belong

Be sure to include the title and handwritten signature of the person granting consent. (If either or both of these are missing, the letter of consent will be deemed invalid.)

D. Written Statement of Intention

Please fill in and write about the following topics in Japanese.

You may also use your native language to add anything you find difficult to express in Japanese.

Topics:

1. Things you find difficult to teach or that you think should be improved in the Japanese lessons that you currently teach
2. What you would like to do and achieve in Japan through your participation in this program
3. Your ideal teaching materials and about the teaching materials you hope to obtain in Japan (comparing these with the ones you currently use)
4. What you would like to convey to and teach to students in your home country after participating in this program

E. Japanese Language Classroom Environment Questionnaire

Your cooperation in filling in this questionnaire on Japanese language classroom environments will be appreciated. You may fill in the questionnaire in your native language.

* The answers you provide in this questionnaire will have no impact on whether you are selected for participation in this program.

* Documents for A, C, D and E can be downloaded from the Hakuho Foundation website or HGN. (You may fill in the forms directly in Word, but be sure to print them out for submission.)

(4) Submission Period/Deadline

Submissions must reach the designated address between dates Monday May 11, 2009–Friday June 12, 2009

* Documents must be sent by post. Applications by fax or e-mail will not be accepted.

(5) Selection Process

- 1) Applications received will be subjected to rigorous screening by a selection committee chosen by the Hakuho Foundation.
- 2) The following points will be taken into consideration in the selection process.
 - Strong intention of the applicant to improve his or her level of Japanese proficiency and teach and spread the Japanese language in his or her home country
 - Strong enthusiasm and motivation of the applicant toward improving Japanese language classroom environments
 - A concrete vision for passing on experiences had in Japan to students in his or her own country
- 3) Applicants will be informed in writing of selection results in early August, 2009

* Please note that we will not respond to individual inquiries concerning selection results.

(6) Assistance for Expenses

- 1) **Travel expenses:** Travel-related expenses from the airport closest to the participant's place of residence to the training facility in Japan will be provided in the form of international air tickets, etc. Other necessary travel expenses (acquisition of passport, departure tax) and international traveler's insurance will also be borne by the Hakuho Foundation. * In principle, all expenses (travel, etc.) incurred in transit to the nearest airport are to be paid by the individual.
- 2) **Accommodation and meals:** The Hakuho Foundation will provide accommodation and meals for the duration of stay.
- 3) **Activity expenses:** Domestic travel in Japan and other necessary expenses incurred in the duration of stay will be borne by the Hakuho Foundation within a defined range in accordance with separately designated rules.
- 4) **Living teaching material purchases:** Actual expenses will be provided within a defined range in accordance with separately designated rules.

Addresses for Submission of Application Documents

■ India

The Japan Foundation, New Delhi (<http://www.jfindia.org.in/>)
5-A, Ring Road
Lajpat Nagar-IV, New Delhi, 110024, India
TEL: +91-11-2644-2967 or 2968 / FAX: +91-11-2644-2969

■ Indonesia

The Japan Foundation, Jakarta (<http://www.jpj.or.id/>)
Summitnas I 2-3F, Jalan Jenderal Sudirman, Kav. 61-62
Jakarta Selatan 12190, Indonesia
TEL : +62-21-520-1266 / FAX : +62-21-525-1750

■ Sri Lanka

The Japanese Language Teachers' Association of Sri Lanka
Ms. Udara de Silva, President, The Japanese Language Teachers' Association of Sri Lanka,
C/O, Mrs. Nayomi Wijesekara, The Librarian, Embassy of Japan, 20, Gregory's Road, Colombo-07, Sri Lanka
TEL : Person in charge +94-77-3298632, President +94-77-7847335
FAX : Embassy of Japan +94-11-2698629

■ Thailand

The Japan Foundation, Bangkok (<http://www.jfbkk.or.th/>)
Serm Mit Tower, 10F, 159 Sukhumvit 21 (Asoke Road)
Bangkok 10110, Thailand
TEL : +66-2-261-7500 • 7504 / FAX : +66-2-261-7505

■ Turkey

The Turkish Japanese Foundation Culture Center (<http://www.tjv.org.tr/>)
Ferit Recai Ertugrul Caddesi No:2 Oran 06450 Ankara Turkey
TEL : +90-312-491-1748 / FAX : +90-312-491-1752

■ Hungary

The Japan Foundation, Budapest (<http://www.japanalapitvany.hu/>)
1062 Budapest, Aradi u. 8-10, Hungary
TEL : +36-1-214-0775 • 0776 / FAX : +36-1-214-0778

■ Vietnam

The Japan Foundation Center for Cultural Exchange in Viet Nam (<http://www.jf.org.vn/>)
No.27 Quang Trung Street, Hoan Kiem District, Hanoi, Viet Nam
TEL : +84-4-3944-74190 / FAX : +84-4-3944-7420

■ Malaysia

The Japan Foundation, Kuala Lumpur (<http://www.jfkl.org.my/>)
18th Floor, Northpoint Block B, Mid-Valley City, No.1, Medan Syed Putra, 59200 Kuala Lumpur, Malaysia
TEL : +603-2284-6228 • 7228 / FAX : +603-2287-5859 • 5869

■ Mongolia

The Mongolia-Japan Center for Human Resources Development (<http://www.japan-center.mn/>)
The Mongolia-Japan Center Bldg., P.O.Box 46A-190, Ulaanbaatar, Mongolia
TEL : +976-11-310879 / FAX : +976-11-317528

■ Romania

The Association of Japanese Language Teachers in Romania (<http://kyoushikai.wordpress.com/>)
Nr.7-13, str. Pitar Mos, sector1, Bucharest, Romania
TEL : +40-723-400-821 / FAX : +40-214-236-027

■ Russian Federation

The Japanese Culture Department "Japan Foundation" of the All-Russia State Library for Foreign Literature
4th Floor, Nikoloyamskaya Street, 1, Moscow, 109189, Russian Federation
TEL : +7-495-626-5583 • 5585 / FAX : +7-495-626-5568

■ For other countries

Hakuho Scheme for a Global Children's Japanese Language Network Secretariat
Sanbancho KS Bldg., Sanbancho 2, Chiyoda-ku, Tokyo 102-0075 Japan
TEL: +81-3-3263-8695 / FAX: +81-3-3263-8687

Schedule for the Training Program in Japan for Overseas Teachers

Application period:	Must arrive May 11–June 12, 2009
Notification of results:	Early August 2009
Invitation period:	October 25–November 11, 2009 (tentative)

Regarding the handling of personal information

The Hakuho Foundation will scrupulously manage all personal information entrusted to it and will use such information solely for the purpose of selecting participant schools and informing applicants of selection results, and for sending participation invitations, notices and greetings concerning future Foundation-organized programs. Personal information entrusted to the Foundation will not be disclosed or provided to any third party other than our subcontractors (except when such disclosure is mandated by law).

Even if you are not selected this time, we will continue to send you invitations and notices about participation in future programs organized by the Foundation.

Contact for inquiries concerning disclosure of personal information, requests for revision, cessation of use and cessation of provision to third parties.

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<Contact Information>

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