

ENGLISH INSTRUCTION INTERNSHIP

Tokyo, Japan

Internship Placement:

TOKYO, JAPAN. Internship is with team CK, a Tokyo-based company dedicated to language learning and assisting foreign firms doing business in Japan.

Tokyo, Japan:

- Capital city of about 13.5 million people, center of business, and home to the 2020 Olympic Games.
- A city of modern architecture and the seat of the imperial palace.
- Shinto shrines, Buddhist temples, within a high-tech city.
- High speed rail service to Kyoto, Nara, and other historic sites. Kamakura, seat of the Shogunate.

Desired Candidate Qualifications:

- Completion of almost all program requirements prior to internship.
- An excellent academic record.
- Ability to be autonomous and also proactive in communication.
- Experience working with international cultures and children is a plus.
- Highly skilled in use of English language; flexible attitude; ability to adapt to a foreign immersion experience including the ability to adjust to mass transit use. (Train/subway pass is an additional expense.)

Internship Activities:

- Spend 27 - 35 hours per week preparing and carrying out instruction with the director of team CK as an English Instruction Intern.
- Assist with and eventually lead instruction in English in a variety of settings, including professional offices, small tutoring venues, a public school, and private homes.

Internship Timing:

- 2-credit summer session internship with a flexible start date.
- Must be available the entire month of June.
- Must complete for credit.
- 30 - 40 total hours of English language instruction and lesson preparation per week.
- Work Monday through Friday, with weekends mostly free.

Internship Benefits:

- Housing and meals with a Japanese host family provided (excluding lunch during office hours).
- All instructional materials will be provided.
- Build a unique resume while immersed in Japanese culture.

Internship Support:

Internship site supervisor will meet with intern regularly to plan instructional activities. Student will begin internship by observing and assisting experienced professional English teacher(s). Intern will learn how to develop lesson plans and find ideas for learning activities.

Course and Project Details

Preparation project: Daily preparation of lesson plans, ideas, activities, making games, worksheets, flashcards, evaluation of lessons, etc. All ideas, lesson plans, and evaluations will be kept in a planner and all activities placed in a folder and brought to evaluation meetings. Can be completed at home during free time. (2.5 hours per week)

Teaching/Evaluation Meetings with Mentor Teacher/Director of Program: Weekly meeting to discuss ideas, lesson plans, teaching techniques, and evaluation of lessons given. (2.5 hours a week)

Host Family English classes: Daily English class with the host family. Classes and conversation given at host family home. (10 hours a week)

Group class: Assist internship coordinator and English-language teachers with elementary school English classes. (hours per week TBD)

Private English Language Classes: Assist internship coordinator and eventually teach by oneself, children at a small private tutoring venue. (Approximately 10 hours per week)

Private English Conversation: Engage in conversational English with Japanese business professionals at team CK office. (Approximately 2 hours per week)

Other English instruction TBD: Depending on schedule, other English-language instruction will take place as coordinated by internship director. These experiences may include “re-translating” print and digital materials into English, assisting with an Animal Care junior college class, or other opportunities as they arise. (Up to 8 hours per week)

Recommended Books:

Craig, Albert, *The Heritage of Japanese Civilization*, Prentice Hall (2013)

Morton, Scott and J. Kenneth Olenik, *Japan: Its History and Culture*, McGraw-Hill, (2005)

Boye, Lafayette, *Etiquette Guide to Japan*, Tuttle Publishing, (2006)

Benefits of Living with a Host Family

Living with a host family is a linguistic and cultural experience, which offers a magnificent opportunity to improve international understanding, and to learn basic Japanese terms. The intern will live with a Japanese family and participate in their daily routine. This experience allows the intern to be fully immersed into the culture. They will share meals together and be treated as another member of their host family. Interns should expect to enjoy a Japanese diet and will understand the scarcity of space in modern Tokyo homes (which are comfortable but quite small by US standards).

To apply, please call the Experiential Learning office at 716.338.1381.