



Japan Exchange and Teaching Programme

For application, please visit the Homepage of the Embassy of Japan and download the following documents:

www.ch.emb-japan.go.jp

Application Guideline
Application Form
Instructions for Application Form

Application Documents must be submitted to :

JICC - Embassy of Japan
Postfach, 3000 Bern 9

Mention :

„JET Programme - CIR“

Deadline of application :
April 21, 2011



Those who are interested to study in Japan, please visit:

„Study in Japan Comprehensive Guide“

www.studyjapan.go.jp

Japan Information and Cultural Center
Embassy of Japan
Postfach, 3000 Bern 9

Tel. : 031 305 15 70
Fax : 031 305 15 73
E-Mail: jicc@br.mofa.go.jp
www.ch.emb-japan.go.jp

THE 2011 JET PROGRAMME Coordinator for International Relations (CIR) Now accepting Swiss applicants



**Recruitment : A Coordinator for International Relations
Placement : The town office of Niseko-cho
(Hokkaido)**

Arrival in Japan and start of contract : July 31, 2011

The application for the JET Programme - Coordinator for International Relations (CIR), is now open for qualified Swiss individuals who wish to engage in internationalisation activities carried out by the office of local authorities in Japan.

Eligibility criteria :

- Functional command of the Japanese and English language
- Hold at least a Bachelor's degree or obtain one by the designated departure date
- Have a desire to proactively maintain relations with Japan, even after completion of the Programme
(Concerning other criteria, please refer to the Application Guideline.)

JET Programme:

Invitation to apply for the position of a Coordinator for International Relations (CIR)

We are pleased to inform you that the Embassy of Japan in Switzerland invites applications for the position of a Coordinator for International Relations (CIR) through the JET Programme.

International Relations (CIR) will assist in projects related to international activities carried out by the Contracting Organisation. Such activities may include: editing, translating and compiling brochures into a foreign language; assisting in planning, designing and implementing international exchange programmes including international economic exchange programmes; assisting in hosting official guests from abroad and interpreting at events for overseas visitors or for local foreign community residents. About other duties, please see the Guideline CIR (downloadable from www.ch.emb-japan.go.jp).

This programme gives persons who are interested in Japan and its culture, the opportunity to practice their Japanese-language skills and experience living and working in the country to which they give their good wishes.

What is more, a remuneration per annum (net), approximately 3,600,000 Japanese Yen is assured (1.14 CHF = 100 Yen, as of 17th March).

Are you interested?

The Embassy of Japan is now inviting applications as follows.

One Coordinator for International Relations (CIR) for;

Contracting Organisation: Niseko-cho (Hokkaido Prefecture)

Placement: Niseko-cho Yakuba (Town Office of Niseko-cho)

Arrival in Japan and start of contract: July 31, 2011

Length of Contract: one year (the contract may be extended for a period of one year, with two extensions permissible in principle)

Application deadline: April 21, 2011

For application, please visit the HP of the Embassy of Japan in Switzerland (www.ch.emb-japan.go.jp)

and download the following documents:

1. Guideline CIR
2. Application Form
3. Instructions for the Application Form

We are looking forward to your application!

**Japan Information and Cultural Center
(JICC)**

Embassy of Japan

Postfach, 3000 Bern 9

Tel: 031 305 15 70

Email: jicc@br.mofa.go.jp