



Becoming a YEF

In Yokkaichi, Japan

Overview:

The Yokkaichi English Fellows (YEF) Program has been built on a 50 year relationship between Long Beach, California and Yokkaichi, Japan. Through our program, junior high school students throughout the city receive a more well-rounded education thanks to frequent exposure to teachers of different backgrounds from the United States. Our teaching strategy aims to provide semi-immersive language instruction based on teamwork between the YEFs and Japanese Teachers of English (JTEs) inside the classroom and out. The city of Yokkaichi now employs eight YEFs who work to strengthen the language program in local middle schools as Assistant Language Teachers (ALTs). A YEF will act as a resource and provide special assistance to local Japanese Teachers of English (JTEs) in regard to teaching oral conversation skills and in-depth cultural content. YEFs will visit English language classes in the 22 public junior high schools and, occasionally, public kindergartens, to act as an assistant; designing lesson materials, making presentations about U.S. culture, and providing a model of English oral language skills. A YEF may also be asked to work directly with the JTEs to assist in their language skill development, complete administrative tasks or to contribute to city office projects in line with their abilities and interests. Some examples include: translation work, video production, and curriculum design.

Successful YEF teachers are friendly and enthusiastic when working with young children. They are quick learners who effectively apply their training in their school placements. Most importantly, YEFs are adaptable and flexible to expectations inside and outside of the workplace in Japan.



To Become a Yokkaichi English Fellow, a Candidate Must:

- ◇ Be a U.S. citizen and directly affiliated with the Long Beach community as a current or former resident or a student.
- ◇ Be a native level speaker of English; demonstrating excellent standard pronunciation, appropriate application of English grammar and strong writing skills.
- ◇ Hold at least a Bachelor's Degree (any major considered). Candidates in the final semester of a Bachelor's Degree are also welcome to apply.
- ◇ Be genuinely interested in Japanese culture and agree to put forth effort into learning or continuing learning the Japanese language after arriving in Japan.
- ◇ Demonstrate the ability to adapt to living and working conditions in Japan, which could be significantly different from those in their home country.
- ◇ Be both physically and mentally healthy and able to responsibly complete the minimum two (2) year term of appointment, which typically starts August 1st.
- ◇ Not have declined a position after receiving a notice of appointment in the previous program application period
- ◇ Agree to follow all Japanese laws, though they may be different from those of your home country.
- ◇ Be open to proactively maintaining relations with the YEF Program, even after program completion through the YEF Alumni Association

Qualities Considered Beneficial, but Not Required:

- ◇ Holding a certificate in Teaching English as a Foreign Language (TEFL) or equivalent
- ◇ Basic computer literacy (Microsoft Office suite)
- ◇ Experience working with children formally or informally
- ◇ Motivation to learn about the Japanese education system and to work towards improving English education in Japan

Grounds for Disqualification:

The following criteria apply to applicants as well as program participants who are selected as members of the YEF Program. Individuals may be disqualified for any of the following reasons:

- ◇ If an application is received following the application deadline
- ◇ If an application is received incomplete
- ◇ If an applicant's application documents are found to contain false statements
- ◇ If it is determined that an individual's criminal history renders them unsuitable to participate in the YEF Program
- ◇ If it is determined at any time that the applicant or participant does not meet the eligibility requirements or uphold the values of the program

Basic Contract Stipulations and Benefits:

Exclusivity

YEFs agree to work solely for the city hall office during the contract period. They may not sign a contract of employment with any other facility or service provider.

Working Hours

YEFs work 5-days a week M-F
8:30AM - 4:15 PM.

Overtime

Based on the needs of the placement school, YEFs may be requested to work overtime (attending clubs, meetings, etc.). In most cases, attendance is optional, but strongly encouraged. Overtime is not reflected in the monthly salary.

Contract

The initial contract is for two years. After 5-6 months YEFs will be reviewed for re-contracting eligibility. YEFs can re-contract up to 5 years.

Monthly Salary

YEFs receive a first year monthly salary of 300,000 yen before taxes and deductions. An annual tiered salary increase is structured for eligible, re-contracted YEFs.

Vacations and Holidays

Vacation leave will be in accordance with Yokkaichi City Policy. All Japanese national holidays that occur on a regular workday are paid days off. YEFs also receive additional vacation periods at designated times throughout the year. Vacations outside of designated periods must be approved in advance.

Basic Contract Stipulations and Benefits (cont.):



Housing

A furnished, single-occupancy apartment is provided by the city hall office. A security deposit is collected at the start of appointment. The YEF's rent is deducted from the monthly salary. Teachers are responsible for all utility costs. Internet service is provided free of charge. The apartment is part of the contract and, therefore, location is non-negotiable.



Training

YEFs receive approximately one month of paid initial training upon arrival in Japan. This takes place in Yokkaichi City Hall. YEFs will learn how to plan lessons and conduct a class with a JTE. They will also attend training sessions for local Japanese teachers on English education. Follow-up training exercises are conducted throughout the contract period.

Social Insurance and Pension



YEFs are enrolled in the Japanese Social Insurance System (Shakai Hoken) providing comprehensive health insurance and employment insurance. Approximately 49,000 yen is deducted from the monthly salary for enrollment fees. However, this expense will be refunded upon departure from Japan if applied for. Full or partial refund will be determined based on the policies set by the Ministry of Finance.

Transportation



Round-trip airfare between Los Angeles and Japan is provided by the YEF Program. Travel to and from school is reimbursed by the Yokkaichi City Hall Office. Ground transportation to personal functions are the responsibility of the YEF. YEFs are not permitted to drive. However, a bicycle is provided to them upon arrival in Yokkaichi. Japan is a very bicycle friendly country.