

1. Outline of the SWY Hybrid

SWY Hybrid is a leadership training program organized by the Cabinet Office, Government of Japan (CAO) which accommodates approximately 160 youths (Age range: 18 to 32) from 11 countries including Japan (1 or 2 countries each from Africa, Europe, Asia and Middle East, North, Central and South America and Oceania regions). Participating Youths of the program will participate in the online exchange from November to December, 2022, and will gather in Japan to participate in the face-to-face exchange in February, 2023. Having participants from every corner of the world, this unique inter-cultural program aims to develop their leadership skills and encourage them to contribute to the betterment of the world. The program offers various activities such as academic discussion, cultural exchange events and participants-led workshops and visits to related institution and local prefecture in Japan, which strengthen human network beyond national borders and cultivate cross cultural communication skills.

The program recruits 8 facilitators who take charge of Course Discussion, the academic learning activity.

For the details of past programs (SWY program FY2019 using a cruise ship, and FY2021 SWY Online conducted virtually due to the global spread of COVID-19), please refer to the following URL
<https://www8.cao.go.jp/youth/kouryu/index-e.html>: (FY2021 (Online))
<https://www8.cao.go.jp/youth/kouryu/en/swy/2019/swy.html> : (FY2019 (Face-to-face))

2. What is course discussion?

During the program, participants are divided into 8 different thematic groups and engage in respective academic discussions. The Course Discussion is a discussion program conducted under the guidance of a facilitator where approximately 160 multinational PYs divided into groups by theme based on their choice. One group consists of approximately 20 PYs. The flow of the program is as stated in below items from A to D.

- A Online Introductory Sessions on weekends are implemented from November to December, 2022.
- B In February, 2023, facilitators will gather in Japan and continue the discussion program with PYs in a face-to-face format session from the point where they left off with the online introductory session.
- C Visit the facility or institution related to respective discussion themes both in the Greater Tokyo and local areas, and deepen PYs' insight by doing field tour and exchange activities.
- D PYs will give a presentation of the results and achievements that they gained from the program as a final session.

The flow stated in the above items from A to D would be a series of program (online program duration will be for 3 days, approximately 2 hours per session and face-to-face program duration will be for 15 days).

Through the lens of Course Discussion, PYs will deepen their understanding on issues of respective themes and find solutions. Course Discussion also aims that PYs to acquire the abilities to communicate in a group of people from different cultural backgrounds, and promote mutual understanding through open and vigorous exchange of opinions.

3. Course themes

Course Discussion consists of the 8 different fields with the common theme of SDGs. The applicant of facilitator shall select the field of own expertise and devise the course title and outline of the course and submit them with the designated form.

- A Realization of a society where every person can play an active role. (Goal no.1, 2, 4, 10)
- B Achieve gender equality and empower all women and girls (Goal no. 5)
- C Achievement of Good health and longevity (Goal no.3)
- D Creating Growth Markets, Revitalization of Rural Areas, and Promoting Science Technology and Innovation (Goal no.8, 9)
- E Sustainable and Resilient Land Use, Promoting Quality Infrastructure (Goal no. 6, 11)

F Energy Conservation and Renewable energy, Disaster Risk Reduction and Climate Change, Countermeasures, Sound Material-Cycle Society (Goal no. 7, 12, 13)

G Conservation of biodiversity, forests, and oceans, and other environments (Goal no. 14, 15)

H Achieving Peaceful, Safe and Secure Society (Goal no. 16)

*The numbers stated in the brackets indicate the target numbers set by the United Nations in the SDGs.

*Goal no. 17 is included in all Goals of A to H

4. Detailed schedule of facilitators

Format	Schedule	Contents
Online	Sept. 3, 2022	Facilitators Meeting
	Sept. 10, 2022 (*1)	Facilitators Meeting



Online	2 days from Sept. 16 to 20, 2022 (*2)	Preparatory Training Session for JPYs: Online lecture (approx. 2 hours per day)
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Online	Nov. 26, Dec. 3 & 10, 2022	Online exchange (Course Discussion / Participating countries: Africa, Europe, Asia and Middle East regions, and Japan) (approx. 2 hours per day)
	Nov. 27, Dec. 4 & 11, 2022	Online exchange (Course Discussion / Participating countries: North, Central and South America, Oceania regions and Japan) (approx. 2 hours per day)



Face-to-face exchange in Japan	Feb 7 to 21, 2023	Program in Japan: Face-to-face exchange (partially online / including institutional visits and exchange activities in Greater Tokyo and local areas)
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(*1)The second Facilitators Meeting is scheduled to be held on Sept. 10 (Sat.). However, the date may be adjusted based on the availability of facilitators by discussing in the first Facilitators Meeting on September 3.

(*2)Facilitators shall hold discussion seminar for 2 days as a preparation session for JPYs in the Preparatory Training Session. Date and Time will be noticed as soon as it is fixed.

5. Roles of Facilitators

Facilitators are expected to coordinate and manage the assigned discussion group of multinational PYs. Facilitators shall provide PYs with guidance regarding the theme to carry out the course discussion, lead the group during institutional visit and exchange activities in Japan, support PYs with the activities related to the discussion, and give guidance and advice to PYs so that PYs can leverage the achievements for post-program activities.

6. Duties of Facilitators

- Create the aim, pre-assignment and session contents of the course in charge.
- Attend the Facilitators Meeting prior to the program to deepen understanding of the whole picture and course operation, and prepare for facilitation and other tasks.
- Participate in the Preparatory Training Session for JPYs to give them lecture as well as for you to prepare for the Course Discussion.
- Planning and operation of the Course Discussion of the Online Exchange.

- Operation of Course Discussion in the Readiness program before face-to-face exchange, and Greater Tokyo Area and local programs, and lead PYs during tour and exchange activities at the institution related to each discussion theme.
- Planning and operation of the presentation of discussion results that will be held on the final day of the face-to-face exchange program.
- Summarize the activity records of Course Discussion and conduct necessary duties requested by the Cabinet Office.
*The Cabinet Office will entrust some part of operations to a contractor and therefore, facilitators shall follow the guidance and advice made by the Cabinet Office and the contractor.

7. Qualification of the Facilitators

- Must be in good physical and mental condition.
- Strong command of English to facilitate discussion (reference level: TOEIC 860, TOEFL(iBT) 100, IELTS 7.0 or equal ability).
- Have ample knowledge and experience in the course discussion group theme in charge and the ability to facilitate discussions.
- Able to attend all schedule that stated in the item 4. (For facilitator who lives in abroad, it will include days both arriving in Japan and returning home. Please also consider the schedule according to COVID-19 immigration restriction on returning home).

8. Expenses to be covered by CAO

- A The round-trip economy class airfare from the designated airport by Cabinet Office to Japan (Including fuel surcharge, airport tax, and other taxes.)
*Provided airline ticket is an economy class.
*Excess baggage charge is excluded.
- B Visa issuance fee
- C Medical treatment and hospitalization fee incurred from incidents such as illness and accidents from the time facilitator left home until returning home that will be covered by insurance.
- D Expenses for PCR tests, etc. conducted in Japan, which the Cabinet Office deems necessary.
- E Accommodation and meal fees during face-to-face exchange (Feb 7-21, 2023) and transportation expense required for the program.
- F Remuneration for the program stated in the item 4 (estimate amount (tax included) per day)
Facilitators Meeting (24,400JPY), Preparatory Training Session, online & face-to-face exchanges (12,200 JPY)
*Items A to C apply for facilitator who lives in abroad only.
* Remuneration deems necessary shall be paid for the duties (such as preparation) other than the program.

9. Recruitment number 8 (eight)

10. Deadline By 10 a.m. on Thursday 30, June, 2022 (JST) *The final selection will be made in early August.

11. Documents to submit

- 1 (one) Application Form (use the attached 1) per theme (You can apply to maximum 2 themes)
- 1 (one) Letter of recommendation (free format) (One letter is needed when applying to 2 themes)
- A passport copy (which is valid for more than one year)
*Reference Letter must be written by a person who can certify the specialized knowledge and experience of the applicant. As we may take contact with the recommender regarding the aptitude of the applicant, please write the recommender's name, organization and/or affiliation, and contact information.

12. How to apply

- (1) Submit an entry with the required information in the application system from the Cabinet Office homepage.
Cabinet Office homepage: https://www8.cao.go.jp/youth/kouryu/boshu/2022/facilitator_en.html
*Participating countries will be announced at the above URL in the beginning of June, 2022.

(2) You will receive an email from the Cabinet Office. Please submit required documents in PDF format by replying back to the email.

13. Contact

SWY Unit,

Office for International Youth Exchange,
Cabinet Office, Government of Japan

TEL: +81(0)3-6257-1433

(Operating hours: 10-18 on weekdays, excluding weekends and holidays)