

1. Outline of the SWY (New program)

SWY (New program) is a leadership training program organized by the Cabinet Office, Government of Japan (CAO) which accommodates approximately 230 youths (Age range: 18 to 30 in principle) from 14 countries including Japan (1 or 2 countries each from Africa, Europe, Asia and Middle East, Central and South America and Oceania regions). Participating Youth (PY) of the program will participate in the online exchange in November, 2023, and will gather in Japan to participate in the face-to-face exchange from January to February, 2024. 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 Course Discussion, participants-led workshops, cultural exchange events and visits to related institutions and local prefectures in Japan, which strengthen human networks beyond national borders and cultivate cross cultural communication skills.

One of the features of this new program is that *the PYs will plan projects to solve social issues related to the SDGs in the region in cooperation with people who are actually working on them onsite and implement the projects they have planned in the local practical program at the final port of call. Preparation for the local practical program will begin from the online exchange and will continue throughout the program. Course Discussions will be conducted in conjunction with this local practical program.*

The program recruits 10 Facilitators who take charge of Course Discussion, the academic learning activity. We are looking forward to your application.

FYI:

For the details of past programs (SWY program FY2019 using a cruise ship, and FY2022 SWY Hybrid combining online and face-to-face exchanges due to the global spread of COVID-19), please refer to the following URL

[https://www8.cao.go.jp/youth/kouryu/index-e.html:\(FY2022 \(Hybrid\)\)](https://www8.cao.go.jp/youth/kouryu/index-e.html:(FY2022 (Hybrid)))

[https://www8.cao.go.jp/youth/kouryu/en/swy/2019/swy.html:\(FY2019 \(Face-to-face\)\)](https://www8.cao.go.jp/youth/kouryu/en/swy/2019/swy.html:(FY2019 (Face-to-face)))

2. What is Course Discussion?

During the program, PYs will be divided into 10 topic groups under 5 themes and work on different academic discussion topics related to the local practical program to be conducted in Kochi Prefecture, the final port of call.

The Course Discussion is a discussion program conducted under the guidance of a Facilitator where approximately 230 multinational PYs are divided into groups by topic 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 F.

- A Basically, Facilitators shall provide PYs with relevant information on the SDGs from a global perspective and encourage them to think about the SDGs through discussions for the smooth implementation of local practical program in Kochi Prefecture.
- B Online Introductory Sessions on weekends are implemented in November, 2023.
- C The session will continue in Japan in January and February of the following year with face-to-face exchanges consisting of onshore activity and onboard activity.
- D During the program in Tokyo and local visit program in the first port of call, Kyoto Prefecture, and the second port of call, Hyogo Prefecture, PYs will deepen their discussion through visits to related facilities and exchanges with people engaged in related activities in line with the theme of the discussion.
- E In Kochi Prefecture, the final port of call, PYs will be engaged in local practical program, making use of what they have learned in the Course Discussions so far. The local people will lead the practical program for each related theme, and Facilitators will join them and observe their activities.

A summary presentation of the local practical program is scheduled under the leadership of Kochi Prefecture on the last day of the port of call (Feb. 17).

- F In the final session (Summary Forum) on February 20, PYs will summarize what they have learned from all programs including online programs, programs in Tokyo, onboard activities and port of call activities, and present their findings.

The flow stated in the above items from A to F would be a series of programs (online program duration will be approximately 2 hours per session and face-to-face program duration is scheduled to be for 29 days).

Through the lens of Course Discussion, PYs will deepen their understanding on actual circumstances of respective themes and find solutions in the local practical program. 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 will be conducted on the similar themes/topics of the local practical program since it will closely relate to the local practical program that will be implemented under the common theme of "Let's solve issues in community development where people can continue to live through partnerships" with the following 10 different topics under five themes.

The applicants of Facilitator shall select the field of own expertise and devise the outline of the course that will deepen PYs thoughts by discussing a global perspective of the field in question, and how to connect what discussed into practice to solve actual local issues in Japan (Kochi Prefecture) for the local practical program to be implemented at the final port of call, and submit them with the designated form.

After devising the outline, Facilitators will have the online joint meeting with persons in charge of local practical programs as described in section 4. Facilitators will have meetings, share their perceptions with local persons in charge, and elaborate the structure of discussion activities.

Theme A: "Community development where every person can happily work"

Topic 1: Gender Equality (SDGs 5, 8)

promotion of respectful society and employment regardless of gender

Topic 2: Realization of Cohesive Society (SDGs1, 3, 8, 10)

society where every person can play an active role

Theme B: "Community development where future and growth of children are supported"

Topic 1: Quality Education (SDG4)

society where educational opportunities and quality education are secured and provided

Topic 2: Youth Empowerment (SDGs4, 8, 16)

unlock youth potential

Theme C: "Community development where residents can feel proud of"

Topic 1: Succession of Local Traditions and Histories (SDG12)

protection and succession of local traditions, histories and cultures

Topic 2: Development of Attractive Community (SDG9)

increase life satisfaction so that people would like to continue living in the area

Theme D: "Community Development for Disaster Resilience"

Topic 1: Disaster Prevention Education and Tourism (SDGs4, 8, 12, 13))

awareness-raising activities and initiatives toward disaster prevention

Topic 2: Disaster Prevention Measures (SDG13)

development of disaster prevention infrastructure

Theme E: "Community development where nature exists in harmony"

Topic 1: Environmental Conservation and Tourism (SDGs8, 12, 14, 15)

balancing of environmental conservation and tourism

Topic 2: Living Close to Nature (SDGs6, 7, 12)

coexistence between human and nature

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

*Goal no. 11 & 17 are included in all Goals of themes A to E.

4. Detailed Schedule of the Program

Format	Schedule	Contents
Online	Jul. 15 and 16, 2023	Facilitators Meeting (*1)
↓		
Online	Jul. 29 and 30, 2023	Joint meeting of facilitators and persons in charge of local practical program will be held (*2)
↓		
Online	2 days from Aug. 30 to Sept. 3, 2023	Preparatory Training Session for JPYs: Online seminar (*3) (approx. 2 hours per day)
↓		
Online	Nov. 4, 11, 25, 2023	Online Exchange (Course Discussion / Participating countries: Africa, Europe, Asia and Middle East regions and Japan) (*4) (approx. 2 hours per day)
	Nov. 5, 12, 26, 2023	Online Exchange (Course Discussion / Participating countries: North, Central & South Americas, Oceania regions and Japan) (*4) (approx. 2 hours per day)
↓		
Online	Nov. 4, 2023 to Feb. 29, 2024	Voluntary Activity, committee meeting, preparation meeting for local practical program, discussion, etc. will be implemented by utilizing virtual communication application (*5)
↓		
Face-to-face exchange in Japan	Jan. 24 to Feb. 21, 2024	Program in Japan (Tokyo program, onboard activities, port of call activities (local visit programs in Kyoto & Hyogo prefectures: 3 days in each prefecture and local practical program in Kochi prefecture: 8 days))

- (*1) Facilitators Meeting will include an overview of the program, its objectives, and the relevance between Course Discussions and local practical program (approx. 4 hours, starting at noon (JST) (tentative)).
- (*2) Joint meeting of facilitators and persons in charge of local practical program will be held. The purpose of the meeting is to exchange opinions with the persons in charge of the local practical program in Kochi on the detailed plan and operation of the program so that Facilitators can understand the contents of the local practical program and revise the Course Discussion plan necessary for smooth facilitation.
- (*3) Discussion seminar as a preparatory session for JPYs will be held for two days (approx. 2 hours per day / tentative schedule: 18:30 on Aug. 31 & 9:00 on Sept. 2 (JST) / finalized date and time will be announced at the Facilitators Meeting).
- (*4) Due to the time difference, online program will be divided into two regions and held on Saturdays and Sundays. Saturday and Sunday will have the same content. (Duration of the session will be approx. 3 hours, and will be held on Saturday from 17:00 and Sunday from 8:00 (JST).)
- (*5) PYs who could not interact in online discussion, etc. due to the time difference will be able to freely participate and interact on this application, which is available 24 hours. Discussion group activities can also be held on this application. This application continues to be available during face-to-face exchange. Although interaction using this application is voluntary, we are considering holding some official events (date and time to be determined) to promote interaction and usage of this application by PYs .

5. Roles of Facilitators

Facilitators are expected to coordinate and manage the assigned discussion group of multinational PYs. Facilitators shall provide PYs with pre-assignment and guidance regarding the theme to carry out the Course Discussion, coordinate the course contents to promote collaboration between the Course Discussion and local practical program, lead the group during institutional visit and exchange activities with local youth 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

- Attend the Facilitators Meeting and the joint meeting with the persons in charge of local practical program prior to the program to deepen understanding of the whole picture of the program, Course Discussion and the local practical program, to coordinate course operation and structure, and to prepare for facilitation and other tasks.
- Develop the aims, pre-assignment and session contents of the course in charge.
- Participate in the Preparatory Training Session for JPYs to give them discussion seminars as well as for you to prepare for the Course Discussion.
- Planning and operation of the Course Discussion for the Online Exchange.
- Response to the consultations from PYs.
- Operation of Course Discussion during Tokyo Program, onboard activities, ports of call activities, and post-program activity session, as well as accompanying PYs during visits to related facilities and exchanges in line with the theme of the program.
- Planning, operation and guidance of the presentation of discussion results (Summary Forum) 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 schedules that stated in item 4.

8. Expenses to be covered by CAO

- A The round-trip airfare from the designated airport by the 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 Charges for travel insurance that cover medical treatment and hospitalization fees incurred from incidents such as illness and accidents from the time the Facilitator left home until returning home
- C Accommodation and meal fees during the face-to-face exchange program (January 24 to February 21, 2024), and transportation expenses in Japan necessary for the implementation of the meeting or program.
- D Expenses for infectious disease tests, etc. which the Cabinet Office deems necessary.
- E Remuneration for the program stated in the item 4 (estimate amount (tax included) 12,200 JPY per day)
*Items A apply for Facilitators who live abroad only.
* Remuneration shall be paid for the duties (such as preparation) deemed necessary other than the items stated above.

9. Recruitment Number

10 (ten)

10. Submission Date

By 10 a.m. on Monday 22, May, 2023 (JST)

*Online interviews will be conducted from the early to middle of June after document screening. The final decision of selection is scheduled to be made at the end of June.

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 recommendation letter will do when applying to 2 themes)
- A passport copy (validity period of at least one year remaining) or a copy of your ID
 - * Letter of recommendation 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/2023/facilitator_en.html
*Participating countries will be announced at the above URL in late April, 2023.
- (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)