

# Multicultural Supporter Registration and Introduction System Outline

## **Article 1: Objective**

This outline stipulates the necessary items regarding the management of the “Multicultural Supporter Registration and Introduction System” (hereinafter referred to as the “Supporter System”) set up by the Public Interest Incorporated Foundation Yamaguchi International Exchange Association (hereinafter referred to as the “YIEA”). Yamaguchi residents registered as “Multicultural Supporters” (hereinafter referred to as the “Supporters”) participate in international exchange and international cooperation activities, deepening international exchanges at grass-roots level and providing various conveniences for foreign nationals living in the prefecture and foreigners visiting the prefecture with the purpose of contributing to the promotion of mutual understanding and amical goodwill internationally and the actualization of a multicultural society with national foreigners.

## **Article 2: Definition**

- (1) In this outline, a “Multicultural Supporter” is a person who voluntarily and for non-profit performs activities in each of the following fields to contribute to the local community, and applies to the YIEA to be on the registry. The person is known through the generic term as the person who is registered with the YIEA (hereinafter referred to as “Registrant”).
- (2) In this outline, “Requester” means the person who requests a Registrant from the YIEA.
  - (i) Host Families  
Supporters accept foreigners who want to have exchanges with Japanese people through a homestay or home visit, and provide an opportunity to share Japanese culture, ways of daily life, customs, and more as well as promote mutual understanding through giving foreigners a chance to experience Japanese family life.
  - (ii) Japanese Language Support  
Supporters teach foreigners Japanese language skills such as speaking, listening, reading, and writing. Generally, these are in the form of individual lessons.
  - (iii) Translation and Interpreting  
Supporters translate documents, letters, or other materials or interpret for international exchange and cooperation events, meetings, or receptions within the prefecture. They provide interpreting or translation assistance in public services (medical, welfare, education, legal) for foreign residents.

## **Article 3: Registrant**

The Registrant shall be someone 18 years old or older who understands the purpose of the

Supporter System, lives within or commutes to Yamaguchi for school or work, and falls under the following conditions.

- (i) The Registrant for homestays has received consent from all family members.
- (ii) The Registrant for Japanese language support has attended at least one “Japanese Volunteer Beginner Class” held by the YIEA since registering. This shall not apply to people with previous support experience.
- (iii) The Registrant for translation and interpreting should have at least Eiken Grade Pre-1 (score of TOEIC730) level for English; for other foreign languages, the registrant should have a conversational level of language proficiency. For foreign residents, they should be at least Japanese Language Proficiency Test N1 level.

#### **Article 4: Registration Procedures**

- (1) To those who would like to apply to be a Supporter, there is a separate application form which must be submitted to the YIEA.
- (2) When the YIEA receives the application form stated in the preceding clause, the YIEA will confirm the contents, determine their qualifications, and then send a notice of the results to the applicant.
- (3) Registration can cover multiple fields.

#### **Article 5: Duration of Registration**

Supporters shall be registered generally for a period of 2 years (from the date the YIEA approves registration to the end of March two years from then).

#### **Article 6: Deletion from Registry**

The Registrant will be deleted from the registry if one of the following instances below occurs:

- (i) If the Registrant personally requests to be deleted from registry
- (ii) If the Registrant passes away
- (iii) If it's not possible to contact the Registrant
- (iv) If the Registrant is deemed unsuitable for the position due to some occurrence

#### **Article 7: Monetary Reward and Expense Compensation**

The Registrant generally participates in Supporter activities without any compensation; however, travel expenses and other fees are the responsibility of the Requester.

#### **Article 8: Conditions of Requester**

The person/group who requests the introduction of a Registrant must follow one of the

following conditions and be someone/a group the YIEA acknowledges.

- (i) National and regional public organizations or affiliating organizations.
- (ii) An organization related to international exchange and international cooperation projects whose aim is not profit-making in the prefecture.
- (iii) Others that the YIEA deem especially necessary.

**Article 9: Procedures for Introducing Supporter**

- (1) The person/organization that requests a Supporter must submit an application to the YIEA generally 1 month in advance to the time needing support using the application form listed separately; however, this shall not apply to cases of emergency.
- (2) The YIEA will judge the application form and introduce a Registrant from the registry in the appropriate field.
- (3) The Requester will generally, directly contact the Registrant and facilitate talks between each other.

**Article 10: Report of Activity**

The Requester shall report on the results of the Supporter's activity for survey purposes for the YIEA.

**Article 11: Exemption from Responsibility**

- (1) The YIEA is not responsible for compensation to any damage inflicted by the Requester.
- (2) If the Requester inflicts any damage on the Registrant or third party during the Supporter activity, the Requester is responsible for making a sincere effort to respond to the Registrant or third party and find a solution.

**Article 12: Confidentiality**

Registered Supporters shall not reveal any confidential matters made known to the Supporter during the activity.

**Article 13: Other**

Outside the articles stipulated in this outline, other necessary matters are listed separately.

**Supplementary Provision**

All the rules above shall become effective on November 1, 2017.