

## Volunteer Interpreter Application Guidelines for

### Peace Boat's 105<sup>th</sup> Global Voyage and Peace Boat II 2<sup>nd</sup> Global Voyage

#### ■ Minimum Requirements

- Individuals with the ability to act as volunteer interpreters in the following language pairs: Japanese-English; Japanese-Spanish; Japanese-Korean; Japanese-Chinese; Korean-English; and Chinese-English. They must be able to act as a bridge of communication and be of sound health. We also accept applications from people who can interpret between Japanese and two other languages (for example, Japanese, Spanish and English, or Japanese, Chinese and English, etc.).
- While it is not compulsory to have taken the language proficiency tests listed below, the following language levels are a guide to the average proficiency of previous successful applicants:
  - Japanese: JLPT N1.
  - English: TOEFL(PBT/ITP) 600, (CBT) 250, (iBT) 100 and above, TOEIC 900 and above.
  - Spanish: Evaluación Oficial del Conocimiento de la Lengua Española 2º grado, DELE B2.
  - Chinese: HSK6.
  - Korean: TOPIK6.
- You must be available for the entire duration of either voyage, which for the **105<sup>th</sup> Voyage is August 19<sup>th</sup>~December 4<sup>th</sup>, 2020; and for Peace Boat II 2<sup>nd</sup> Voyage is August 27<sup>th</sup>~December 10<sup>th</sup>, 2020**. You must also be able to participate in the orientation which is scheduled to begin around one week prior to the departure of the voyage. However, in some cases, those applying to be a Spanish volunteer interpreter may be permitted to join the voyage for just the Spanish-speaking segment. Please discuss this with us in advance.
- You must be at least 20 years of age. However, if you are turning 20 during the voyage and interested in applying, please contact us as soon as possible as special conditions will apply.
- You should have a strong interest in and background knowledge of the following topics: North-South issues, regional conflicts, poverty, racism and other forms of discrimination, indigenous peoples, diversity, civil society, sustainable development and international bodies, the environment, nuclear and other energy issues, etc.
- Proficiency in languages other than Japanese, English and Chinese especially languages used in countries visited (for example, French, etc.) will be looked upon favorably.
- While not necessary, experience in interpreting or having studied interpreting previously will be viewed favorably.

#### ■ Conditions

- Peace Boat will notify you as to which voyage you will be taking part in by the end of the selection process. (If you have a strong preference for a particular voyage, please let us know in your personal data form.)
  - \* Korean-language applicants can only apply to the 105<sup>th</sup> voyage.
- While volunteer interpreters are not paid, you will be exempt from the voyage fees (valued from ¥1.29 million port charges and tips).
- Peace Boat will pay for the cost of any programs in port that you are asked to attend as an interpreter.

- Peace Boat will pay visa fees. However, in certain cases you may be asked to cover part of the cost. It is your own responsibility to apply for and obtain all visas required.
- For some passport holders, it may take a significant period of time to obtain all visas required to participate in a voyage. If you have any concerns about this, please contact us at your earliest convenience and do not wait until the application deadline.

## ■ How to Apply

Please submit the following documents, using the contact details listed below. We will confirm receipt of your application within one week of receiving it.

### 【Required Documents】

- ① Personal Data Form (at the bottom of this document) either in Japanese or English.
- ② Resume in all languages for which you are applying.
- ③ An essay outlining “Why I would like to join a Peace Boat voyage” (approximately one A4 page in length) in all languages for which you are applying.  
The content should be the same in each language.

### 【How and Where to Submit】

You may submit your application either by post or email.

- If submitting by email, please write “Volunteer Interpreter Application for the 105<sup>th</sup> /Z2<sup>nd</sup> Peace Boat Voyages (languages applying for ex. Japanese-English)” in the subject line, and attach all required documents in one of the following formats: PDF (\*.pdf) / Microsoft Word (\*.doc)
  - Please save the files as follows: Aug2020\_CC\_FULL NAME\_Personal Data Form  
Aug2020\_CC\_FULL NAME\_Resume\_Language  
Aug2020\_CC\_FULL NAME\_Essay  
**\* Please do not send files in zip format.**
  - Please send the application to: [tsuyaku@peaceboat.gr.jp](mailto:tsuyaku@peaceboat.gr.jp)
- If sending by post, please write “Volunteer Interpreter Application for the 105<sup>th</sup> / PB II 2<sup>nd</sup> Peace Boat Voyages” on the envelope.  
Please send the application to: Volunteer Interpreter Recruitment Officer, Peace Boat  
3-13-1-B1 Takadanobaba, Shinjuku-ku, Tokyo-to, 169-0075

## ■ Deadline

**1<sup>st</sup> Round Deadline: February 24 2020 (Mon) 23:59 JST**

**2<sup>nd</sup> Round Deadline: March 29 2020 (Sun) 23:59 JST**

## ■ Second-Round Interviews

- After screening written applications, short-listed candidates will be invited to take part in the second round of the selection process, involving a face-to-face interview and a consecutive interpretation test.
- Those who apply by the first round deadline (Feb. 24<sup>th</sup>) and pass the screening process will have their interviews during the first round listed below.

- The results for short-listed candidates will be announced within approximately two weeks of submitting your application.
- The interviews will be held in Takadanobaba, Tokyo. For those who live outside of the Tokyo area, it is possible to participate in the second-round interviews via Skype conference call or telephone.
- Please select your preferred interview date from the following options and write it on your Personal Data Form. \*AM is approximately 9:00-13:00, and PM is 13:00-17:00 (JST) .
  - **1st round interviews for Chinese-language applicants: Mar. 7th and 8th, 2020**
  - **1st round interviews for non Chinese-language applicants: Mar 14th and 15th, 2020**
  - **2nd round interviews for Chinese-language applicants: Apr. 11th and 12th, 2020**
  - **2nd round interviews for non Chinese-language applicants: Apr. 18th and 19th, 2020**

※ If none of these options are convenient, please leave the relevant part of the Personal Data Form blank and contact us regarding alternatives.

- Results will be announced on a rolling basis. However, we expect to release results for all applicants by early May.
- Interpreting training for successful candidates will begin mid-June (approximately once a week for 2 hours, in Tokyo and via Skype).

# 105th / PB II 2nd Global Voyage Peace Boat Volunteer Interpreter

## Personal Data Form

※Please fill in the following form, and submit along with all other required documents.



### Interpreting languages (please choose) : Japanese / English / Korean / Chinese / Spanish

■Name	※ Write Chinese characters and reading for name if applicable.		■Sex
■Citizenship	※If you have multiple citizenship, please write both.		■Date of Birth / /
■Permanent Residency & visas	※Please write all of the countries in which you have permanent residency or applicable visas for this voyage.		
■Current Address			
■Phone Number		■Mobile Phone	
■E-mail			
■Language Exam (JLPT/DELE etc.)	Type	Score	Date of Exam
■References	Name: Contact Info (E-Mail・Phone) :		
	Relation to Applicant / Affiliation:		
■References	Name: Contact Info (E-Mail・Phone) :		
	Relation to Applicant / Affiliation:		
■Emergency Contact	Name:		Relation to Applicant:
	Address:		
	Phone Number:		E-mail:

◆ Interview method, date and time preferences: Please choose from the date options listed in the Application Guidelines and specify if you prefer AM or PM for each date.

※Please let us know if none of these dates work for you.

•Method: ☐ In Tokyo ☐ via Skype

•First Choice: \_\_\_\_\_ Month \_\_\_\_\_ Day ☐ AM ☐ PM (choose your choice)

•Second Choice: \_\_\_\_\_ Month \_\_\_\_\_ Day ☐ AM ☐ PM (choose your choice)

•Third Choice: \_\_\_\_\_ Month \_\_\_\_\_ Day ☐ AM ☐ PM (choose your choice)

◆Have you ever applied for a position on Peace Boat in the past? (Interpreter, Language Teacher, etc.)

◆Peace Boat visits many countries. Do you have any language skills other than the languages you are applying for?

◆How did you find out about the Volunteer Interpreter position? (Please be as specific as possible)

☐ Through a former interpreter, language teacher (Name: \_\_\_\_\_ )

☐ Internet (Details: \_\_\_\_\_ )

☐ Magazine, Newspaper Ad (Details: \_\_\_\_\_ )

☐ Postcard (Location: \_\_\_\_\_ )

☐ Other (Details: \_\_\_\_\_ )