

Japan House Internship Program

Japan House is seeking students who are deeply interested in promoting traditional Japanese Arts and Culture. This program will provide students educational opportunities to learn the basics of *Chado*, the Japanese Way of Tea, the art of Japanese cooking and many other facets of traditional Japanese Arts. Furthermore, this internship will give students an opportunity to assist in the development of student-focused programming and contribute to outreach efforts through social media.

Qualifications:

- Sincere interest in Japanese Arts and Culture
- Ability to work collaboratively with other interns and Japan House administration
- Demonstrates strong sense of commitment and responsibility with willingness to take initiative
- Must be a currently enrolled undergraduate or graduate student of the University of Illinois

Semester One

Intern will receive the following:

- 3 hours of academic credit for 300 level independent study under the direction of Director Jennifer Gunji-Ballsrud (ARTD 391)
- Scholarship to attend *Chado*, Japanese Way of Tea, community class during the semester (Thursday evenings at 6:00 pm)
- Pending upon number of participants, fees may be waived for workshops or other special events to be held during the semester (dates to be determined)

Responsibilities:

- Maintain approximately 10 hours per week scheduled at Japan House (following the 15-week academic calendar)
- Giving public tours of Japan House on Thursday afternoons and every third Saturday of the month
- Developing and implementing public outreach programs
- Updating and maintaining inventory of Japan House collections including kimonos, scrolls and other Japanese objects

- Assisting in outreach efforts through social media — including blogging, photography and electronic communications
- General assistance in organization of Japan House facilities
- Development of programming specifically targeting students
- Minimum of 2 hours per week assisting James Bier in Japan House gardens (at a regularly scheduled time)
- Attend weekly meetings.

Semester Two

Students who complete one semester of Japan House internship may be eligible for a second semester.

- Student will receive \$10 per hour for a maximum of ten hours of work per week, subject to funding availability.
- Responsibilities will be comparable to Semester One, focusing on inventory, public outreach, gardening and student programming
- Students will be eligible for scholarship to attend *Chado* classes
- Students will be asked to assist in cooking classes
- Students will not be able to receive university credit for the second semester

Application Process

Please submit a resume, contact information for three references, and a one-page essay explaining your interest in Japanese culture, how this internship would be related to your educational and career goals, and why you would like to be a Japan House intern.

Application should be emailed to Cynthia Voelkl, Assistant Director at cvoelkl@illinois.edu. Application must be received by Monday, September 2, 2013. Follow up interviews to be conducted September 3-5, 2013.