

JAPAN FOUNDATION

VOLUNTEER APPLICATION

DATE _____

[Ms./Mr./Mrs./Dr.] First Name _____ Last Name _____

Address _____ City _____ Postal Code _____

E-mail _____ Phone _____

Reference

(Personal or business) _____ Phone _____

Emergency Contact _____ Phone _____

Work Status:

☐ Canadian Citizen

☐ Permanent Resident

☐ Student Visa ☐ Working Holiday ☐ Visitor Visa

Please indicate the approximate date your VISA will expire _____

Are you over the age of 18 years old? ☐ Yes ☐ No, I am under the age of 18 years old.

* You must be 18 years of age or older to volunteer at the Japan Foundation, Toronto.

How did you hear about volunteering at the Japan Foundation?

Why are you interested in volunteering with the Japan Foundation?

What skills or experience do you have that would help with volunteering?

Spoken Languages:

☐ English ☐ Japanese ☐ Other [Please Specify] _____

What volunteer activities are you interested in?

Gallery Monitor Event help Library Japanese Language Course Assistant (JLPT N2 or above) Japanese
Language Education Assistant (JLPT N2 or above) Mail-outs & Labeling

How often can you volunteer? Once a week or more Occasionally

Gallery Monitor:

Monday and Thursday: 11:30-14:00, 14:00-16:30 (2.5h), 16:30-18:30 (2h)

Tuesday, Wednesday and Friday: 11:30-14:00, 14:00-16:30 (2.5h)

Saturday: 11:00-13:30 and 13:30-16:00 (2.5h)

Events (Lectures, film showing etc.):

Between 17:30 and 22:00 (Approx. 2.5h – 4h)

Library:

Monday-Friday 2:00pm-4:30pm (2.5h)

* By filling out this application form, you are giving JFT permission to collect your personal information for the purpose of sending volunteer appeals and JFT newsletters via email. Please notify the Volunteer Coordinator if your contact information changes. You may ask us to delete your personal information from JFT database at any time. JFT will keep volunteer records for 3 years from volunteer sign up date or the last shift whichever the latest, and if the volunteer is inactive for more than 3 years, JFT will discard volunteer's personal information and records. The JFT will keep your information confidential. It will be used for administrative purposes only. If you have any questions, please contact the Volunteer Coordinator, **Melanie Muir: 416.966.1600 ext. 230 OR melanie.muir@jpf.go.jp** Thank you!

If you ticked “**Japanese Language Course Assistant**” and/or “**Japanese Language Education Assistant**”, please fill out the application on the back page as well.



JF-Koza (Japanese language courses and events)

When can you volunteer?

Weekdays:

12pm-2pm	1pm-3pm	2pm-4pm	3pm-5pm	4pm-6pm	5pm-7pm
6pm-8pm	7pm-9pm				

Have you ever studied/taught Japanese Language before? If yes, please explain.

Have you ever participated in a Japanese language class or conversation circle before? If yes, please explain.

Language abilities: JLPT (N)

Spoken: English: Native	Fluent	Intermediate	Basic communication
Japanese: Native	Fluent	Intermediate	Basic communication
Reading: Japanese: Native	Fluent	Intermediate	Basic communication

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