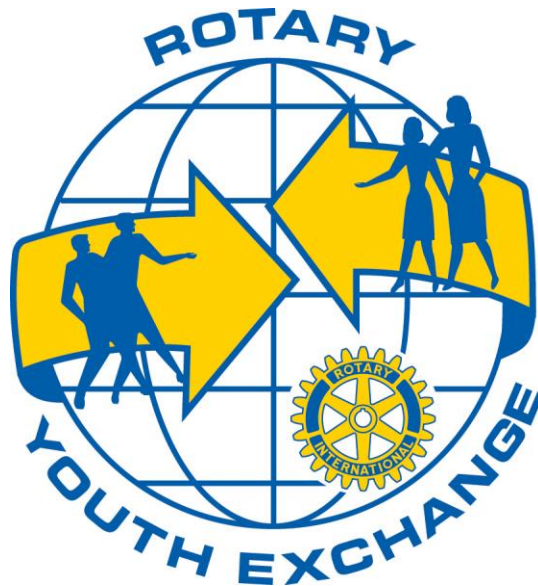


**Rotary District 7475
Short Term Youth Exchange Program to Japan
2024 Leader Application**



Email completed application to Jim Allison at:
JRA188@aol.com (No signature is required on email copy)

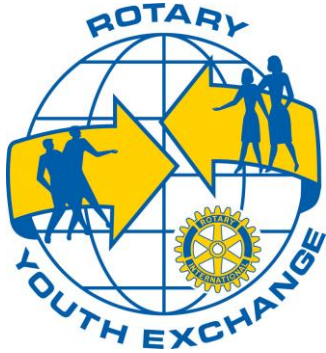
Questions, call: Jim Allison at 201-213-6382

Information and Instructions 2024 Short Term Youth Exchange to Japan

***Read information and directions carefully before completing the application.**

This application must be typed on this form.

- When the application is complete, attach it to an email and send it to Jim Allison at JRA188@aol.com. The application must be sent as an attachment to the email. **Please do not change the document format. No signatures need to be included with the email application. You will sign the application at the interview.**
- Short Term Youth Exchange Program leaders will be interviewed and a determination will be made regarding acceptance. Those selected will be required to pass a background check and a one-hour, online, Department of State training course in youth protection. If you are accepted, a copy of this application and photo will be sent to Rotary District 2670 (Shikoku, Japan) and to your host families in Japan. It will serve as your introduction to your host families.
- **Passport:** If you do not have a passport, or if it is about to expire, apply for one or renew it immediately. It is mandatory that your passport be available by April 1, 2024 when group airline tickets are purchased. It can take several weeks to obtain a passport.
- **Cost of participation in the program:** Leaders pay airfare costs only. All other expenses are paid by the program. If you are accepted into the program, a \$500 non-refundable deposit is required. The balance is due at the orientation program in April.
- **Dates of Travel:** Departure is scheduled for about June 27, 2024, returning July 18, 2024. Note: Travel dates may vary, plus or minus 3 days, depending on availability of airline flights.



2024 Leader Application Short Term Youth Exchange to Japan Rotary District 7475

Do not change the format of this form. Read application instructions before completing.

1. Applicant Information

Full Legal Name as it appears on passport or birth certificate:			
First Name:	Middle Name:	Last Name:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Street Address:		City, State, Zip Code:	
Mobile Phone:		Email address:	
Date of Birth (e.g. yyyy/mm/dd): Year Month Day			
Shirt Size: <input type="checkbox"/> Small <input type="checkbox"/> Med <input type="checkbox"/> Large <input type="checkbox"/> ExLarge <input type="checkbox"/> Other _____		Country of citizenship:	
Do you have a passport? <input type="checkbox"/> Yes <input type="checkbox"/> No Expiration Date:		Passport Number:	
Are you a Rotarian? <input type="checkbox"/> Yes <input type="checkbox"/> No	How many years?	If Yes, Club Name:	
Rotary positions held:			

2. Employment Information (If retired, list most recent employment information)

Employer:	Occupation:	Employer Address:	
City, State, Zip Code:		Email Address:	
Business Phone:	Years in position:	Retired: <input type="checkbox"/> Yes <input type="checkbox"/> No	

3. Emergency Contact

Name:	Relationship:	Phone Number:
Name:	Relationship:	Phone Number:

4. Rotary Endorsement

Please attach a letter of endorsement from your Rotary Club president or other professional person with whom you have worked.

5. Supplemental Questions

1. Why do you want to serve as a leader for the Short Term Youth Exchange to Japan?
2. Tell us about your family:
3. Describe your experience and background in Rotary:
4. Describe your work experience:
5. Describe your experience working with youth:
6. Do you have any dietary restrictions? Yes No
If yes, please explain:
7. Please list some of your favorite foods:
8. Please list any food you dislike:
9. Medical Information:
 - a. Do you have any health conditions?
 Yes No
Please describe:
 - b. Do you take any prescription medications?
 Yes No
If yes, provide the name of the medication and the reason it was prescribed.
 - c. Do you have any allergies to medication or food?
 Yes No
Please describe:
10. Describe any special skills or talents, eg, musical instruments, dance, sports, hobbies, etc:
11. Please provide any additional information that would help your Japanese hosts understand you as a person:

Please attach a current resume or CV.

Team Leader Applicant Certification

If appointed as a Short Term Youth Exchange team leader, I will accept the appointment and agree to discharge the following obligations and responsibilities:

Pre-departure

- Be well-informed about Rotary.
- Be interviewed and accepted by the Short Term Youth Exchange committee.
- Assist in building a well-informed and cohesive group that is able to represent Rotary and the Short Term Youth Exchange Program as ambassadors.
- Take an active role in the team's pre-departure student interviews, orientations and team building sessions.
- Obtain and/or pay for travel medical insurance valid in Japan. The insurance coverage must extend from the date of departure through the official end of the trip. Participants should consult with an insurance professional to determine which coverage and limits will be adequate to cover them in the geographical location visited. Rotary does not provide any type of medical insurance to the leaders or participants in this program.
- Agree to submit to a criminal background check and training as required by District 7475 and Rotary International.
- Leader is responsible for paying airfare costs.

During exchange

- The primary responsibility of the leader is the safety and security of all participants.
- When traveling as a group, keep the team together and make sure all students are present.
- Endeavor to ensure that each student has a positive experience.
- Enforce standards of good behavior for all.
- Be a representative of District 7475 and serve as an ambassador and liaison with District 2670.
- Ensure that students and leaders understand and are respectful of Japanese culture and traditions.
- Become familiar with the process used for communicating with parents during the trip; implement and manage this communication.

Post-exchange

- Report to the Committee regarding your experience.
- Consider being a host during the Japanese exchange in August.
- Be willing to make presentations to local Rotary clubs to talk about the Short Term Youth Exchange to Japan.

Medical Coverage and Permission for Medical Care

Leaders must be covered by a travel medical insurance policy. You are responsible for all expenses related to any medical issue including, but not limited to, medical fees, hospitalization, medications, transportation, lodging, and any supplemental airfare, if necessary.

All leaders, students, host family members and volunteers working with students must be fully vaccinated with the COVID 19 vaccine. **Proof of vaccination is required.**

The applicant agrees:

In the event of an accident or illness causing me to be incapacitated and unable to make decisions, I, the undersigned applicant, hereby give permission for Rotarians, authorized chaperones of program activities, and/or hosts to select the appropriate medical facilities and health care providers to provide the proper treatment (including administration of anesthetic, surgery, blood transfusion or prescription) which a medical practitioner may deem necessary or advisable for the treatment of any illness or injury I may suffer during this youth exchange. My signature on this application gives consent for any medical or surgical treatment by a licensed physician, surgeon, or dentist or other health care provider, that might be required for any emergency situation if I am unable to make these decisions at the time. I understand that the person I have listed as my emergency contact will be contacted at the time of an emergency as soon as possible, but emergency treatment will not be delayed to provide such notice. I also agree and understand that I am responsible for the full cost of all medical treatments, hospitalization, lodging, transportation and all other related costs.

Hold Harmless Release

I hereby release and discharge Rotary International and The Rotary Foundation of Rotary International and their respective successors, officers, directors, agents, and employees from any and all claims, damages, liabilities, or expenses which I or my successors, dependents, beneficiaries, heirs, executors, administrators, or assigns may or hereafter have against any or all of such parties on account of or in connection with The Short Term Youth Exchange to Japan Committee or my participation therein. I agree that I shall indemnify and hold harmless Rotary International, Rotary Districts 7475 and 2670, local clubs, the Short Term Youth Exchange to Japan Committee and their respective successors, officers, directors, agents, and employees against any and all claims, damages, liabilities, or expenses which any such party may incur on account of or in connection with my participation in the program. The foregoing release and indemnity shall continue to apply to each officer, director, agent, or employee even though such individuals may cease to serve in such capacities and shall inure to the benefit of the legal representatives, successors, and assigns of such individuals. I further agree and authorize District 7475 and 2670 to use my picture or video for the purpose of promoting the program.

I, as the above applicant, hereby state that I am of good health and character and understand the importance of the role of a Rotary Youth Exchange Leader. I further agree to the best of my ability, to maintain the high standards required of a Rotary Youth Exchange Leader.

I agree and further state that all information contained in this application and documents attached hereto are true and accurate to the best of my knowledge.

Applicant's Signature: _____ Date: _____

Application should be sent as a word document by email without signature.

Application will be signed at the interview.