

2002 JETAA Canadian Conference

W I N N I P E G

May 3rd to May 5th, 2002



SUMMARY REPORT

compiled May 2002

Actions

Action	Deadline
• All chapters will refer to JETAA in the same fashion, as JETAA (jet-eh-eh)	Immediate
• Email Actions:	
- Liz Stephan-Baba (JETAAi, CN6 JETAABC) will contact Paul Donovan to send out an email to all JETAA Reps explaining the email system	May 15, 2002
- Deadline to receive email from Paul Donovan	May 30, 2002
- Deadline for all chapters to have email up and running	May 30, 2002
• Peter Jordan Videos:	
- Rennie Zegalski (CN4 MB/SK JETAA) will send copies of video to each chapter for use in their pre-departure orientations	May 30, 2002
• Pre-Departure Orientations:	
- Outline of schedules (seminars and full schedule), handbook, re-entry procedures and re-entry handbook to Liz Stephan-Baba (JETAAi, CN6 JETAABC) via email	May 15, 2002
• Nation-wide Handbook Actions:	
- Liz Stephan-Baba (JETAAi, CN6 JETAABC) will divide each chapter's handbook into sections and distribute, in sections, to various chapters for amalgamation and editing of unified "front end".	September 1, 2002
- Each chapter must have its section edited and amalgamated with others' sections	November 30, 2002
- Final edits due	January 31, 2002
• Canadian Conference Actions:	
- 2002 Canadian Conference Report due	June 1, 2002
- Bid for 2003 Conference due	August 31, 2002
- Voting for Canadian Conference host chapter must be completed	September 30, 2002
• Canadian Representative Actions:	
- Liz Stephan-Baba (JETAAi, CN6 JETAABC) will have discussed the role of JETAAi Country Representative with other JETAAi Country Representatives. She will submit that information JETAA Canada Chapters	June 30, 2002
- Each chapter will prepare an outline of what its expectations are for our Country Representative. Send to the MB / SK JETAA via e-mail.	August 30, 2002
• JETAA Representative Costs:	
- For Canadian Conference 2002, Liz's airfare cost will be paid on a percentage basis (dependant on membership) by each chapter. The policy for future Conferences will be that, providing that two delegates are funded for each chapter, the chapter with	



the CDN Rep in its membership will send said Rep as one of its delegates.

Note: Please see attached revision.

- Create a link to the Grassroots Program on JETAA Website, as well as post information in handbooks for departing JETs

Not Determined

Chapter Reports - Highlights

CN1 Ottawa

- Brand new Executive of three
- Hosts Japan Tent at annual Tulip Festival, featuring ikebana, kimono display, diary writing (from Japan to home), katakana-writing
- Organized Japanese cooking classes, in the past featuring the cooking staff of the Embassy, and offered to outgoing JETs and alumni. Cost: \$5 per person and honorarium to chef
- Funding activity: Hat sales at \$15 each. JETAA Ottawa has offered hats to other chapters with deadline for orders to be determined

CN2 Toronto

- Executive of seven
- Photo Auction/Sake Tasting- Organized by the Japanese Consulate: Photos taken by Alumni are nicely framed and sold using a silent auction. Minimum bid: \$50. Auction raised \$1200, with half the proceeds going to Japanese Children's Services. The sake-tasting portion is held on the Embassy grounds
 - For those chapters interested in holding a similar event: Check on licensing issues, and consider approaching Japanese restaurants for sponsorship
- Handbook: Hired an artist from JAVA
- Upcoming events: Charity Ball, National Conference bid

CN3 Montreal/Atlantic Canada

- New Executive of six
- Issue of continuity among Executive, with the hope that, in the future, the Executive will be divided equally between veterans and newcomers
- Chapter provides a copy of "Orientations: A Transcultural Perspective on Asia", put out by the department of East-Asian Studies
- Habitat for Humanity: Franz Hofer asked for a general indication of interest in a JETAA Canada trip

CN4 Manitoba/Saskatchewan

- CKJS: Japan Today- Michael Heitmann follows the progress and experiences of a first-year JET through monthly telephone interviews
- Canada-jin T-shirts: Cost is \$20. Deadline for ordering **JUNE 1st**. Payment must include the cost of the T-shirts and shipping. Order sent out before July 1st to hand out at July departure

CN5 Northern Alberta

- Calendar of Events planned at AGM in November. Focus on planning of wide variety of food, sports, and cultural events. This facilitates funding at a glance, and encourages regular attendance.



- On-line registration form: web-based service called Bravenet
- Footer on bottom of emails outline upcoming events

CN6 British Columbia

- Focus for the future: expanding into the interior of BC
- Newsletter changed to a quarterly publication
- JETAAi Conference: November 2002
 - still unsure of number of delegates per chapter
 - looking for suggestions for workshops- e.g. Breakdown according to position
 - concern that proposed actions are not carried out
 - possibility of a CD presentation to be handed out to participants after conference, or developing a website specific to the conference
 - Action plans: Designated delegates need to be put in charge of carrying out action plans according to its goals and deadlines.

CN7 Southern Alberta

- Third Annual Ski Trip: SAJETAA hosted 15 participants this last year, and is looking to promote the trip to other North American chapters
- Re-Entry Retreat in November: Hosted by both Alberta chapters, and dealing with such issues as reverse culture shock, and developing transferable skills. The last retreat featured guest speaker Deb Calderon, who encouraged participants to think about the skills they developed while in Japan, and how to market them upon their return
 - For those chapters interested in hosting their own re-entry retreats/conferences, the suggestion was made that chapters combine events, returnees' reception and re-entry Conference for maximum funding

JETAA International Update

Elizabeth Stephen Baba, JETAAi Canadian Representative

- There has been little communication or information received since the London JETAAi Conference, therefore no written report is available
- Need more reliability in ensuring that each chapter's information is updated on a regular basis
- Central digital files of all chapters' bylaws, handbooks, yearly calendars needed. See brainstorming actions
- A current list of Executive members is needed to facilitate tracking, and to ensure that the necessary people are being contacted. Out-going executive members need to inform new executive of on-going JETAA Canada projects, and contact lists
- CDN Rep's costs for International Conference-tabled to Sunday's discussion
- Corporate sponsorship-not yet determined

School Net Grassroots Program

Darryl Gervais, Consultant, Education, Training and Youth

- School Net links up new participants with schools in both Canada and Japan (and other countries)
- Students and teachers together create a website based on the project they have chosen. As incentive, the Grassroots Programs provides a monetary honorarium
- Excellent prospect for schools wishing to connect with other schools in sister cities
- See brochure for more details
- www.schoolnet.ca/grassroots



- **ACTION:** Create a link to the Grassroots Program on JETAA Website, as well as post information in handbooks for departing JETs

Guest Speaker

Peter Jordan - A humorous perspective on cultural differences.

- Peter presented a few clips from his humorous contribution to coverage of the Nagano Olympics
- Copies of the video will be provided by Peter Jordan to each chapter for use in their orientations

JETAA Technology: National Web Strategy

Jeff Lippold, SAJETAA

Mission:

- To be the ultimate source of information for JET Alumni and new JETs to source information on living in Japan, and to lead the promotion of grassroots Japanese and Canadian exchange in Canada

Kudos:

- First National group to organize all sites under single moniker- Jetaa.ca
- Local sites found at cityname.jetaa.ca
- Hosting charges distributed across all chapters-resulting in cost savings across the country

Objective:

- Objective of site is to unify common elements: Pre-departure guides; Re-entry guides; JET applications; JETAAi links and news; provide general information such a mission statements, JETAA Canada information
- Need to begin development of a national database or directory of members (as part of a larger project discussed in London)
- Longer term objectives which require money and resources: online *omiyage* ordering; affiliate and partner planning

Current Yahoo groups:

- Jetaa_cdn_reps@yahoogroups.com - All executive members from each chapter should be on this list
- Aadelegates@yahoogroups.com - Anyone who has attended a JETAA international conference

Issues arising from discussion:

- Creating a national calendar of events for each chapter
- Compilation of information about Japan-related stores in each city
 - Privacy issues-name and email only
 - Continuity issues- each chapter must take charge of its own website
- anonymous email addresses (eg. president@mb/skjetaa.ca) will provide continuity from one executive to another
- CDN Web manager needed to maintain links

Still needed:

- Programmer; Content Manager; Groups to unify manuals nationally (see brainstorming actions); ideas and additions



Membership Issues- Increasing involvement and recruitment issues

- Need for a clear definition of “participation”.
- Geographical issues play a part in trying to reach ALL members. Suggestion to have an activity once a year outside the major hub, and for larger chapters to sponsor sub-chapters. Rules for sub-chapters were discussed at the International Conference. Host chapter is expected to internally work out funding for the smaller sub-chapter
- Criteria for new chapters and CLAIR funding: Must have a minimum of 50 members to be recognized; Record of activity; By-laws, and an Executive
- Managing databases: Suggestion made to pass a sheet around at every event to update contact info, and to put return addresses on any snail mail notices or newsletters to delete old contact information.
- Other database compilation possibilities: Self-updating website; going through CLAIR’s Alumni Directory
- Associate (Honorary) memberships could be available to non-JETAA if they have a vested interest in Japan and supporting the organization

Pre-Departure Orientations

- Need for coordinated new information on website
- Chapter recommendations for pre-orientation:
 - Invitation to parents of departing JETs
 - Introduction to cultural activities in Japan
 - Master front end (as part of Action plan at International Conference)
 - Sending information about Meet and Greet and any other information needing to be dispersed to Consulate to be sent out as part of the overall package for outgoing JETS
- Pre-departure handbook/CLAIR handbook on CD in the future
- Each chapter needs to send the following information to Liz (see action plan): PDF document of handbook; Pre-departure orientation schedules; Re-entry seminar handbooks

CLAIR New York Presentation

Matthew Gillam, Researcher

A 15- year review was just completed by education specialists, Japanese ministries, and CLAIR. The result was a number of suggestions to make the program more attractive for potential participants. The following are a few of the highlights of that review:

- More support conferences
- Performance evaluations
- Creating a more flexible work environment
- Improving the exchange of information
- Concern: JETAA representation in Special Commission Report

Grant-in-Aid: One change has been made to the base amount. The previous base amount of Y100,000 has been changed to Y200,000 to allow smaller chapters covering large areas to send a delegate to conferences. Changes occurred in late February, and information sent out to the person traditionally applying for the GIA. Deadlines can be found in the full CLAIR Report.



Comments/Suggestions:

- Need to know number of delegates to International Conference to properly apply for Grant in Aid
- Rounding up estimate
- Bidding process- chapters need to know a general budget when planning a conference
- Forms are generally mailed in, but most may also be faxed
- US Chapters putting together the US Conference will be inviting Brazil to attend as part of the North American Conference

Consulate General of Japan-Edmonton

Gretchen Phillips, JET Programme Coordinator

JETAA funding form can be used for the following:

- recruiting/training
- language classes
- Canadian Conference (accommodation, rental fee)

Newsletters are now funded at on bi-annual basis. Consulate will fund each chapter's production of two hard-copy newsletters, and its mail out costs. MOFA (Ministry of Foreign Affairs) would like to see more use of the internet.

Chapters need to submit requests for support on a quarterly basis

Brainstorming Session

- All chapters will refer to JETAA in the same fashion, as JETAA (jet'ā'ā')
- Franz Hofer (CN3 Montreal) will research possible countries for JETAA members to travel to on behalf of Habitat for Humanity in the summer of 2003
- Email Actions:
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Conference Handouts

Conference Package (MB/SK JETAA)

- 2002 JETAA Canadian Conference book
- CN1 Ottawa Chapter Report – Addendum 1
- JETAA Logo Standards (MB/SK)
- JETAA Logo
- JETAA Logo CD (1 per Chapter)
- Action plan for JETAA Canada: Compiled on November 3, 2001
- 2001 JETAA Canadian Conference Final Report
- JET Mentor Network
- 2002 JETAA Canadian Conference Evaluation Form

Chapter Reports

- Newsletter - JETWORKING: The JETAA Montreal Newsletter, Volume 4, Number 1 and 2 (CN3 Montreal)
- Book - Orientations: Transcultural Perspectives on Asia (CN3 Montreal)
- Newsletter – JETAA Canada, Spring 2002, Japan Edition (CN2 Toronto)
- Newsletter - Sensei-tion, April 2002, Volume 4, Issue 1 (CN5 NAJETAA)
- Japanese-English Language Exchange (CN6 JETAABC)

The School Net GrassRoots Program – Darryl Gervais

- Brochure - Schoolnet Interactive learning projects for the Internet
- Sticker

JETAA Canada National Website Strategy (SAJETAA – Jeff Lippold)

- JETAA Canada National Website Strategy Overview

CLAIR (Matthew Gillam)

- Grant-in-Aid funding procedures/deadline and application
- Grant-in-Aid Update
- The JET Programme 15th Year Special Evaluation Commission Report

Consulate General of Japan, Edmonton (Gretchen Phillips)

- 2002 Fiscal Year Financial Support Request Guidelines
- Japan Information Network



Please contact Chapter directly if you require a copy of information provided at the Conference.

Chapter Contact Information

Please use the following as the most updated Chapter Contact Information and update your records accordingly.

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CN6 JETAABC (Vancouver)

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Corrections

Please note the following changes to the information provided at the 2002 JETAA Canadian Conference:

Stephan Chobotar
Newsletter Editor
CN6 JETAABC
Stephan@aidesign.net

Should read:

Stefan Chobotar
Newsletter Editor
CN6 JETAABC
Stefan@aidesign.net

