



Higher Education

Making the Most of the JET
Programme Experience

Why an International Career?

- 🌐 Learn new languages/utilize current languages
- 🌐 Travel/living experience overseas
- 🌐 Learn about other cultures
- 🌐 International community “membership”
- 🌐 Variety



A Definition:

What is an “International Career”

A series of jobs and/or contracts that requires employees to conduct their work across borders or between at least two cultures within a single country.



The 80%/20% Rule for International Careers

- 🌐 80% Work in Home Country
- 🌐 20% Work Abroad



When You Finish JET

Path A

You enjoyed teaching, and want to do the job better.

Invest in an MA TESOL program.

Path B

You discovered teaching is not your passion.

Create a plan to finesse your overseas experience into a domestic position, or pursue additional “specialization” training.



Transferable Skill Sets: The Key to Marketing Your JET Experience

- Classroom instruction
- Program development
- Program management
- Leadership/public speaking/presentations
- Counseling/advising/training
- Creativity
- Language



Transferable Skill Sets: Classroom Instruction

- 🌐 Developing materials = research, understanding needs of target audience, adaptability & creativity
- 🌐 Preparing lesson plans = organization & time management
- 🌐 Working with faculty = team project planning
- 🌐 Planning activities = event management



Transferable Skill Sets: Program Development

- 🌐 Planning new lessons
- 🌐 Researching information/resources
- 🌐 Developing a language club
- 🌐 Creating a sister-city initiative
- 🌐 Interviewing/meeting with students
- 🌐 Needs assessment
- 🌐 Coordinating events/visits
- 🌐 Writing brochures/preparing documents/
developing materials



Transferable Skill Sets: Program Management

- Maintaining records
- Redesigning/redeveloping ideas
- Evaluating/presenting results
- Making recommendations/best practices
- Conducting meetings
- Multi-tasking/time management
- Working with challenging situations/
environments/individuals
- Adaptability



Transferable Skill Sets: Leadership/Public Speaking/ Presentations

- 🌐 Assessing your target audience needs to hear/see information/ideas
- 🌐 Multi-lingual communication & sensitivity
- 🌐 Technology use
- 🌐 Public relations/Media/Journalism/Creative Writing
- 🌐 Resource allocation



Transferable Skill Sets: Counseling/Advising/Training

- 🌐 Multi-cultural sensitivity
- 🌐 Ability to communicate needs/interests
- 🌐 Developing and presenting materials/ideas
- 🌐 Multi-lingual ability
- 🌐 “Hands-on” experience & knowledge
- 🌐 Public Relations



Transferable Skill Sets: Creativity & Technology

- Capturing the attention of others/going “out on a limb” to get the message across
- Developing materials of direct relevance to the target audience
- Utilizing non-traditional manners to communicate ideas
- Use of technology in presenting/developing/implementing



Transferable Skill Sets: Language

- 🌐 Creating an environment of mutual understanding
- 🌐 Ability to market ideas in a culturally sensitive manner
- 🌐 Multi-lingual facilitation
- 🌐 Translation/Interpretation



Higher Education Career Fields

- Education Administration
- University Instruction
- Exchange Program Management
- Nonprofit Organizations
- Publishing
- Government Policy
 - International
 - Federal/National
 - State/Provincial
 - City/County



Education Administration

- 🌐 International Student Advisor
- 🌐 Career Director
- 🌐 Enrollment/Admission/Recruitment Manager
- 🌐 Director of Student Affairs
- 🌐 (Language) Program Director
- 🌐 Curriculum Designer
- 🌐 Study Abroad Advisor
- 🌐 Senior Administrator
- 🌐 Faculty
- 🌐 Dean



University Instruction

- TESOL
- TFL
- Curriculum Design
- Int'l Affairs/Relations/Policy
- Marketing /Public Relations
- History/Culture/Sociology
- Cross-Cultural Affairs/Training
- Human Resource Management



TESOL/TFL

- 🌐 **Do you need an MA to teach English or other languages?**
- 🌐 **No – but sophisticated markets require it for the better positions**
- 🌐 **University foreign language teaching usually requires a PhD. So does “teaching teachers”**
- 🌐 **MA is the typical qualification for community colleges**
- 🌐 **MA TESOL is a terminal degree in the field**



Exchange Program Management

- 🌐 University on-campus programs
- 🌐 Sister City programs
- 🌐 NGO-NGO programs (ex: JUCEE)
- 🌐 High School exchanges (ex: AFS/YFU)
- 🌐 Company relocations/management exchanges
- 🌐 Faculty exchanges



Nonprofit Organizations

- Scholarship/fellowship management:
ex: IIE/ACTR/IREX/SOROS/AED/CDS
- Community service programs:
ex: AMDA/JUCEE
- Int'l development programs:
ex: OXFAM/CARE/Global Fund for Women
- Cultural development organizations:
ex: language/dance/taiko/shodo/ikebana/bonsai
- Foundations:
ex: Sasakawa Peace Foundation/ Asia-Pacific Foundation/Japan Foundation



Publishing

- 🌐 Textbook Writer/Researcher
- 🌐 Magazine Editor
- 🌐 Writer
- 🌐 Editor
- 🌐 Translator



Government Policy Development

Development/Design/Management

- 🌐 International Governmental Organizations:
ex: UNESCO/UNICEF/Asia Dev. Bank
- 🌐 Federal/National Government:
ex: Ministry of Education
- 🌐 State/Provincial/Prefectural Government:
ex: Department of Education
- 🌐 City/County Government:
ex: Board of Education/Education Council



So... You Want to Work for...?

- United Nations
- US. Dept of State
- Foreign Service
- CIA
- FBI
- Peace Corps
- Amnesty International
- RAND Corp.
- IBM/Microsoft
- Chase Manhattan
- Hewlett Packard
- World Wildlife Fund
- Save the Children
- Int'l Red Cross
- Fuji-Xerox
- Sony



Beyond the Classroom:

Courseware Developer - **Loral Aerospace**

Director of Content - **Englishtown.com**

Content Editor - **Oxford University Press, CTB McGraw Hill**

Teacher Trainer - **US State Dept, Romania**

Information Technology Specialist - **Macalester-Carleton Mellon Consortium**

International Student Advisor - **UC Irvine**

Language Training Director - **Management Technologies International**

Language Test Developer - **Center for Applied Linguistics**

Strategic Staffing Manager - **ChevronTexaco, Global Workforce Development**

Manager, HR Strategies Group - **Deloitte & Touche**

Language Specialist - **UNESCO**

Technical Writer - **Vitria Technology**

Training Manager - **Time Warner Communications, Goldman Sachs-Japan,**

Shanghai Huateng Software Systems



Say What You Do: Resume Examples from JET Alumni

- Developed educational materials and team-taught in eight rural Japanese schools
 - *This alumna really created materials for a specific target audience, recognizing their individualized needs (and probably had to do some sort of analysis of those needs, and within a limited budget environment likely), and has two years of proven “teamwork” and project management experience!*



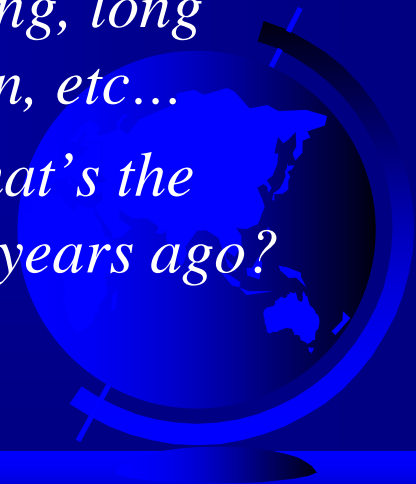
Say What You Do: Resume Examples from JET Alumni

- Helped coordinate cultural exchange events for a wide range of community groups.
 - *Q: How many events? What does “coordinate mean?”—plan, develop, manage logistics, communicate with different audiences to get the event “done” or “ready”—there’s room for expansion here to really say more to the reader.*



Say What You Do: Resume Examples from JET Alumni

- Created XX district's first model curriculum for elementary English education.
 - *WOW.. but expand to give yourself credit for all that you had to do!*
 - *There's a lot involved in "created a model curriculum"meetings to ensure that everyone's concerns and goals are met, strategic planning, long term marketing, needs assessment, evaluation, etc...*
 - *For use in how many schools-one ? Fifty? What's the results today because YOU had this role XX years ago?*



Say What You Do: Resume Examples from JET Alumni

- Lesson planning and presentation
- Demonstrator for teacher “in-service” training workshops
- Guest speaker at cultural conference & development seminars
- Translator, editor
 - *Q: How many conferences and on what key issues (ie: demonstrating issue area expertise)-and the prep involved in being a speaker/educator of other educators*
 - *Translator of what and editor of what? How many articles/journals/resources? A to B AND B to A?*
 - *This person has a wealth of experience, but all in chronological format, so the overall impact of “educational management and instruction”, “Business Development and Logistics Management”, etc are getting lost. Functional skill sets would “sell better to different audiences*



Say What You Do: Resume Examples from JET Alumni

- Interactively team taught with JTE in developing and implementing interactive oral communication activities for High School students learning English as their second language
 - *How can you teach and not be “interactive”?*
 - *Use of interactive twice in one pt*
 - *Types of activities?*
 - *If you’re already indicating that you are an Assistant Language Teacher, then you can save space/insert more critical information by not indicating “English as their second language”. Yes, you could be teaching German, but that’s unlikely. Every word has to count!*



Hot Resources:

- Teaching:
ex: Dave's ESL Café
- Education Administration:
ex: Chronicle of Higher Education
- Foundations:
ex: Japan Foundation-links!

See Hand-Out



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????Questions????