

Guidelines for applicants from countries/regions with an established BRIDGE CLUB

The APCC will invite former Junior Ambassadors as 'Peace Ambassadors (PAs)' to the 31st APCC during the summer of 2019. PAs will exchange ideas about BRIDGE CLUB (BC) activities and tighten their friendships through various activities in Fukuoka during the BRIDGE Summer Camp. The aim of the PA program is to enhance participants' skills to better become a Global BRIDGE Leader. Furthermore, BCIO has launched a new program which empowers young professionals. Students, Graduates and experienced professional members are all encouraged to apply for the PA position. If you are an active member of your BC and interested in participating in the 31st APCC as a PA, please read the following guidelines thoroughly and apply to come back to Fukuoka!

Schedule of the 31st APCC

From **July 14th 2019 (Sun) - July 25th 2019 (Thurs)**. This is the same period as the **APCC BRIDGE Summer Camp 2019**.

* former called 'APCC Invitation Project'

Objectives:

1. To foster leaders with a global perspective who promote or lead BRIDGE CLUB activities in their local community.
2. To nurture Global BRIDGE Leaders and expand a friendship network with the participants and people of Fukuoka.
3. To support the Junior Ambassadors as a role model in their delegation.

Participation Criteria:

- A. Must have taken part in APCC between **1989 (the 1st APCC)** and **2014 (the 26th APCC)** as a Junior Ambassador (JA).
 - * The age of participant must be at least 16 years of old as of June 30, 2019.
 - * Those who have already been PAs are NOT eligible for selection.
- B. Must currently participate in the activities of the BC in your country, and have a strong willingness and enthusiasm towards them. *If studying abroad then such applicant should mention how he/she is still connected and participating in his/her own country BC activities.
 - *APCC will manage visa support documents and air ticket from his/her home country only.
 1. To manage your BC as the future president/ in a leading position. (If you cannot be a president because of your BC's regulations, you must take another leadership role.)
 2. Must be able to stay in your home country and continue to participate in BC activities at least ONE YEAR after the BRIDGE Summer Camp and report the activities of your BC to the BCIO Head Office every month.
- C. Should be recommended both by the president of their BC and the Liaison Officer.
- D. Should have ideas about BC and be able to express them well in English.
- E. As a leader of the BC, should interact with other participants and contribute to strengthen the network of friendships with them.
- F. Must be willing to help Liaison Officers and Chaperons in preparing JAs for their trip to Japan, and act as a good leader. This may include telling the JAs about your experience as a JA and helping them to understand the objectives of APCC.
- G. To adhere to the whole program schedule that APCC sets and fully participate in the program designated for PAs. You must refrain from taking part in transactions designed for personal gain or any activities that fall outside the APCC/BCIO objectives (ex. Commercial transactions, religious missions, etc.). *Requests such as extending your stay or changing of your host family for personal reasons will not be accepted.
- H. Must understand that the PA program is mentally demanding due to long days consisting of meetings and future planning activities. Participants are expected to attend all sessions from early morning to late evening every day and understand that there is limited time for tourism or shopping.
- I. Must be of sound mind and body
 - i) Must handle daily issues independently, such as taking medicine if he/she has a chronic illness.
 - ii) Must not have severe asthma or allergies that are difficult to control.
 - *APCC will not be able to provide any care or satisfy special needs for participants with a health issue, including food allergies.

iii) For Female Applicants only;

Must not be pregnant or must not show any sign of pregnancy. If a female applicant becomes pregnant after her selection as a PA, the APCC will cancel her invitation in order to secure the safety of the mother and unborn child. In such cases, please contact the APCC/BCIO office immediately.

J. Must adhere to the RULES as noted below:

1. Not to pester your Host Family to take you sightseeing or shopping unless the family is willing to.
2. Parents/relatives are not allowed to accompany the PA to Fukuoka.
3. Must adhere to the rules of your Host Family. Unless in an emergency situation, refrain from contacting friends/family via telephone, email, etc. during the PA program and your home stay.
4. Do not leave your delegation during the journey to and from Fukuoka, or while staying in Fukuoka.

If applicants do not meet this criteria (ex. cannot speak English well, will be away from his/her home country after the PA invitation program, etc.), we may choose to cancel the applicant's invitation, even after the selection has been made.

Selection Process: BRIDGE CLUB Nomination:

< Applications must reach the BCIO Head Office by **Jan 20, 2019** >

Applicant:

- Contact the president of your country/region's BC, tell him/her your intention to apply, and get instruction/information about the application process from BC officers. *Each BC's contact information is on the BCIO website (<http://www.bcio.org/>). Please click on your country/region and get their information if you do not know it.

BRIDGE CLUB officers:

- The BRIDGE CLUB can select a maximum of 2 applicants to be sent to the BCIO Head Office as nominees for the Peace Ambassador position. The BCIO Head Office must receive all applications by **Jan 20, 2019**.

BCIO Head Office:

- Collect all nominee applications by the deadline
- February 2019: Select PAs and announce the results to Liaison Offices
- * We may ask to conduct an online interview as part of the selection process. For an online interview we will contact with applicant directly by the first week of February 2019.

Liaison Office:

- Inform all nominees of the results.
- Have selected PAs fill out the required forms and return them to the BCIO Head Office.
- Have selected PAs join in on the JA training and keep them updated with necessary information, such as visa application, flight schedule.

Selected PAs:

- Start preparing for the program with the BCIO and the delegation in your country/region, keeping in constant contact with the Liaison Office.
- Submit documents and reply to emails by the deadlines assigned by the BCIO Head Office or the Liaison Office.
- PAs will be invited to join a "PA Mailing List" and should actively participate in conversations with the other PA.

Advertisement for the PA Invitation:

BCIO will advertise the PA Invitation Program through the following channels:

1. BCIO / APCC website (BCIO: <http://www.bcio.org> APCC: <https://www.apcc.gr.jp/>)
2. APCC e-newsletter 'One World'
3. APCC Facebook page
4. BRIDGE CLUB mailing list
5. APCC Liaison Offices
6. Presidents of all BCs

Necessary Documents for PA Application:

Any applications that do not meet these guidelines, (ex. incomplete or missing documents, submitted past the deadline, using an old Application Form, and so forth.) will not be accepted.

Applicant must submit following documents together by Jan 20, 2019.

1. Application Form

Download the application form from the BCIO/APCC website. Be careful not to use the old version Application Form



2. Two Letters of Recommendation

* One letter of Recommendation must be from your BC President.

* The second one should be from the Liaison Office. (If it's difficult to get recommendation letter from the Liaison office then submit letter either from your school/college/work place. Applicant should inform valid reason to BCIO office too)

3. Curriculum Vitae / Resume of Personal History

4. Action Plans: Write the future Action Plan for your BC based on

- a) Maintain Strong BC
- b) Common Activity
- c) Funding
- d) Public Relation/Information Sharing/Advertising

(Your plan should be feasible. Please understand that we will discuss action plans written by you on each topics in PA camp.)

*As a reference you can go through previous year's action plan decided by 2017 PAs in PA camp.

[Action plan 2017-2018.pdf](#)

Registration Fee

Each selected PA has to pay the registration fee US\$ 100 (One hundred US Dollars) to join the 31st APCC. We will collect the fee in cash in US dollars during the Orientation Camp. We do NOT accept credit cards or checks.

The APCC or your Host Family will cover the following PA expenses:

1. Round-trip airfare including airport tax between Fukuoka and the airport of departure as chosen by the APCC.
2. Transportation within Japan as designated by the APCC or your Host Family.
3. Accommodation in Japan or abroad as designated by the APCC or your Host Family.
4. Meals during the entire stay in Fukuoka

*During homestay, there might be chances that PAs will have time on their own due to their host families' conditions such as their work schedule. In those cases, the PA is expected to bear his/her own expenses like travel costs or for their own meal.

Note: The following expenses will not be paid by the APCC

1. Domestic transportation fees between the participants' homes and your local airport
2. Expenses incurred for obtaining a passport and/or visa
3. Any other personal expenses

Insurance for injury and illness during the APCC:

1. The APCC will purchase an insurance policy for each participant.
2. The insurance will cover the participants for all injuries and illnesses incurred during the trip.
The coverage will begin when the participants leave the designated airport and will run continuously until they arrive back at the airport upon completion of the APCC.

◆ Dental treatment and chronic illness such as asthma are NOT covered by this insurance policy. Thus, any expenses incurred and the medicine for the chronic illness will need to be covered by the

individual, not by the APCC. If you have some medicine you take for the chronic illness, please make sure to bring it to Japan.

Contact: BCIO Head Office
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