

Kinugasa BBP Project Team Members  
2024 Fall Semester Application Guidelines

June 2024 International Center at Kinugasa Campus, Language Education Center (Kinugasa)

At the Beyond Borders Plaza (BBP), founded in 2018 as a place where students from various backgrounds meet and learn mutually, we are recruiting “Student Project Team Members” for the coming Fall Semester. We look forward to applicants, eager and willing to plan and operate events/activities to meet students’ desire to improve and utilize their language skills, meet diverse people, study abroad, and challenge themselves in their student lives. This will be a great opportunity for those interested in working with regular students outside your department, especially with other Japanese students on campus.

1. Missions

- (1) Spreading the word about the BBP among students and creating a more easy-to-enter, student-friendly space.
- (2) Operating events that encourage communication and learning among students beyond their nationalities, languages, and other various borders.
- (3) Operating events/activities to meet the student’s needs whose interests are in a certain theme or activity, such as studying abroad or improving language skills.

2. Activity conditions

- (1) Term of activity: Thu. September 26, 2024 to Mon. January 20, 2025  
\*planning and preparation to carry out events approximately 2 days a week.
- (2) Place of activity: Held mainly in and around the Kinugasa BBP and online (Zoom).

3. Number of candidates sought

Approximately 25 persons

4. Application conditions

- (1) Persons interested in international exchange and the university's internationalization, who can participate with enthusiasm in the activities of the BBP.
- (2) Students of colleges or graduate schools on Kinugasa Campus, or semester-based exchange students studying on Kinugasa Campus such as SKP students enrolled in the Fall semester 2024 as their second semester. All nationals are welcome.
- (3) **【Japanese language based students】** The ability to hold an everyday conversation in English is desirable.
- (4) **【English language based students】** The ability to hold an everyday conversation in Japanese is desirable.
- (5) Must be able to participate in the start-up training (Scheduled to be held all day on Thu. September 19, 2024). If you are selected as a member of BBP Management Staff, you are also required to attend the start-up training (Scheduled in the afternoon on Fri. September 20, 2024). Both training sessions will be conducted in face to face.

## 5. Application

New applicants: Please apply from the form below.

<https://forms.office.com/r/jvjRqxmzHZ>

Continued applicants: Please apply from the form announced individually.

(Continued applicants are those who were 2024 Spring semester members.)



## 6. Period of applications

From Tue. June 18, to Sun. July 7, 2024

## 7. Screening and Notification of Selection

The screening will be based on the application documents. A face-to-face interview will be held from Tue. July 23 to Fri. July 26, 2024, for those who passed the application screening. Those selected for an interview will be notified about the interview date by manaba+R on Wed. July 17, 2024.

\*The Screening Results Notification will be released on Thu. August 1, 2024, at manaba+R.

## 8. Recruitment Informational Meeting

Date and Time: Lunchtime (12:20-12:50), Thu. June 20 and Tue. July 2, 2024

The meeting will be conducted in hybrid (face-to-face at Kinugasa BBP and via Zoom).

For the Zoom link, please refer to an announcement on manaba+R.

\*Participation is not essential for application but you are encouraged to attend if interested.

## 9. Notes

We recruit "BBP Management Staff" (a fixed shift/paid work) among the BBP Project Team. BBP Management Staff stay work in the BBP for a fixed period of time, and as such there is a great opportunity to pick up the opinions of BBP users and find out their needs. You are encouraged to apply for the position. Please note that semester-based exchange students are not eligible for applying.

You can check the details of the BBP Management Staff application in the "Kinugasa BBP Management Staff 2024 Fall Semester Application Guidelines."

\*Duties of BBP Management Staff: reception of BBP users/usage guide of the facility/usage survey and statistics/SNS updating/operating BBP website.

\*Working hours of BBP Management Staff: Between 2<sup>nd</sup> and 5<sup>th</sup> periods (including Lunchtime) from Monday to Friday. <fixed schedule>

If you also apply for a position as a BBP Management Staff, please select "Yes" in no.16 of KIC BBP Student Staff Application Form".

## 10. Inquiries

Inquiries regarding applications should be directed to the e-mail address below. Please note, however, we cannot respond to inquiries regarding the content of the screening or screening results.

International Center, Meigakukan 1<sup>st</sup> fl; Language Education Center, Shogakukan 1<sup>st</sup> fl

E-mail Address: [kic-bbp@st.ritsumei.ac.jp](mailto:kic-bbp@st.ritsumei.ac.jp)