



Global Community Fellowship (ST)

Position Description at Manabito (NPO)

Overview

The Global Community Fellowship (Short-Term) plays a critical role in supporting capacity-building, education, and training initiatives of institutions designed to address specific needs and challenges in the local community. By working directly with communities, Fellows gain hands-on experience with organizations in Asia using creative and innovative methods to address critical social challenges while applying their knowledge and skills to further grassroots social change.

Post Summary

Manabito, a certified nonprofit organization based in Kobe (Hyogo Prefecture), Japan, is seeking a motivated and community-minded fellow to support its multicultural coexistence and youth-development initiatives during Summer 2026. Over the course of this 6 to 7 week fellowship, beginning in early to mid June, the fellow will contribute to programs that create inclusive learning spaces for children, foreign residents, and Japanese university students. **Please note: Because Manabito cannot host fellows from August 13 to 16 due to the Obon holiday, the 6 to 7 week fellowship must begin in early or mid June to be completed before the holiday period.**

****Please note that this fellowship will only be available to female identifying applicants only***

The fellow will participate in the operation of Manabito's share house for international students and its Japanese language classes. These activities provide meaningful opportunities to engage directly with foreign residents in Kobe, support their integration into the community, and gain a deeper understanding of the challenges faced by newcomers in Japan. Fellows may assist with organizing community meals, cultural exchange events, or daily life support activities that help cultivate belonging and connection.

In addition to multicultural support, the fellow will contribute to Manabito's youth programs, which include after school learning spaces, children's community rooms, and inclusive play environments. Working alongside Japanese university students,



who play a central role in Manabito's operations, the fellow will help facilitate activities, strengthen community engagement, and foster a supportive environment where children can explore their interests and grow. This collaboration offers fellows the chance to build meaningful relationships with local students while contributing to a mission centered on creating "the time and space for everyone to discover what they truly want to do."

Depending on the fellow's interests and organizational needs, additional responsibilities may include assisting with community events, helping develop new program ideas, contributing to daily operations, or supporting outreach for initiatives serving foreign residents and families. Through these experiences, the fellow will gain hands-on insight into community-based education, social inclusion, and nonprofit management in a multicultural Japanese setting.

This placement is ideal for applicants passionate about community building, youth engagement, multicultural exchange, and grassroots social impact. The role requires empathy, creativity, curiosity, and a collaborative spirit. Fellows will leave with practical experience supporting inclusive spaces, working within cross-cultural teams, and contributing to Manabito's mission of creating places where all people, children, students, and foreign residents, can learn, connect, and belong.

About the Partner

Manabito is a certified nonprofit organization based in Kobe, Hyogo Prefecture, dedicated to creating inclusive spaces where children, youth, university students, and foreign residents can learn, connect, and feel a sense of belonging. Founded in 2014 by Tokikazu Nakayama, Manabito began as a voluntary group providing after-school study support for elementary school students, junior high school students, and high school students, along with Japanese language classes for foreign residents. It became a certified nonprofit organization later that year and achieved special NPO certification in 2017. Since then, Manabito has expanded its programs to include after-school care, local community cafeterias, play areas, and shared houses for international students.

Guided by the vision of "a society where everyone can believe in their own potential and continue to move forward with peace of mind," Manabito seeks to create a world where everyone can live the life they want, supported by the diverse learning opportunities they encounter. Its mission is to provide everyone with the "waiting time" until they discover what they truly want to do. In practice, this means offering



safe, accepting spaces where individuals are embraced as they are now, exposed to diverse values, and encouraged to make their own decisions about their lives.

Manabito's programs are built on four core values:

- Safety: Accepting the existence of each individual.
- Diversity: Making the most of individuality.
- Initiative: Valuing personal interests and aspirations.
- Interaction: Taking a step forward to communicate and engage with others.

University students play a central role in Manabito's operations, collaborating with staff to create and manage programs. This participation provides students with hands-on experience in program facilitation, community engagement, and leadership. Similarly, international students participating in Japanese language classes or community programs are not only supported but sometimes become active contributors to program operations, fostering a cycle of learning, mentoring, and community building.

Through its after-school programs, shared houses, community meals, and cultural events, Manabito promotes multicultural coexistence, social participation, and community development. The organization provides opportunities for children, youth, university students, and foreign residents to encounter diverse perspectives, explore their interests, and grow within a supportive environment.

The Manabito Short-Term Summer Fellowship in Summer 2026 will take place over 6 to 7 weeks. Because Manabito cannot host fellows from August 13 to 16 due to the Obon holiday, the fellowship must begin in early or mid June to be completed beforehand. Fellows will gain immersive experience in community-based education, youth engagement, multicultural support, and nonprofit management, while contributing directly to Manabito's mission of fostering inclusive spaces where all people can learn, connect, and belong.

About the Location

This is an in-person position and Fellows will be based in Kobe City, Hyogo Prefecture. Kobe is a vibrant port city on the southern coast of Japan's main island, Honshu, and is known for its scenic harbor, mountain views, and cosmopolitan atmosphere. The



city has a rich history of international trade and cultural exchange, reflected in its diverse architecture, historical foreign settlements, and multicultural community.

Kobe is famous for its local cuisine, including Kobe beef, fresh seafood, and a variety of street foods, as well as unique cultural landmarks such as the Kitano-cho district, Harborland, and Meriken Park. The city's compact size and excellent public transportation make it easy to explore both urban and natural attractions, from bustling shopping districts to hiking trails in the nearby Rokko Mountains.

Kobe is also a hub for education and innovation, with several universities and international programs supporting youth development and cross-cultural exchange. Its international community and welcoming environment make it an ideal location for Fellows to engage with local residents, university students, children, and foreign participants in hands-on community programs.

The fellow will be based in Kobe for the duration of the fellowship, participating in daily program activities and community events. Accommodation will be arranged locally, allowing Fellows to experience life in the city while contributing directly to Manabito's mission of fostering inclusive spaces for learning, connection, and multicultural engagement.

Accommodation Options

Manabito will assist the Fellow in arranging suitable accommodation within Kobe City.

- Manabito Dormitory/Shared house (Female Only)
 - Live in a shared house.
 - Each room has a bunk bed.
 - Shared with other students or international fellows.
- Manabito Staff Housing Apartment Stay (Female Only)
 - Single room within an apartment.
 - Roommates include a Japanese staff member or student.

Rent is required for all options. Exact rent amounts are to be determined after Fellow and suitable accommodation is selected.



Position Responsibilities

- Support the operation and facilitation of Manabito's programs for children, including after-school learning spaces, community play areas, and inclusive educational activities.
- Assist with the management and facilitation of Japanese language classes and daily-life support for international students, including engagement in the shared house and community events.
- Collaborate with Japanese university students and Manabito staff to co-develop activities, workshops, and community events that promote multicultural understanding, social participation, and youth engagement.
- Support cross-cultural interaction and relationship-building between Japanese participants, international students, and local children, helping to create inclusive and safe spaces for learning and connection.
- Assist with program logistics, coordination, and communication, including preparation of materials, event support, and day-to-day operational tasks.
- Contribute ideas for new programs or improvements to existing initiatives, including community meals, cultural events, and youth-focused workshops.
- Working days will primarily be **in-person, 5 days per week**, typically from 9am – 6pm, with occasional late evenings (with late day starts) as most programs occur during weekdays (Monday–Friday). Occasional weekend activities may also require participation. Days off will vary depending on program needs, and time off can be arranged in consultation with Manabito staff when no active programming is taking place.
 - Japanese Language School class will typically take place 2x a week, from 6–9pm.
 - Share house duties will typically take place 1–2x a week from 9–5pm.
 - After school programs will take place several times throughout the week, from 3–6pm, with late start around 11am/12pm for program preparation.
- The Fellow is required to attend regular online or in-person weekly check-in meetings with Manabito staff to coordinate programs, review activities, and reflect on experiences throughout the fellowship period, with occasional reflection sessions after each day. The Fellow will report to 2 Manabito management staff for this role.



Eligibility Requirements

- **Academic:** Must be currently enrolled in an **undergraduate degree program** at an accredited university. Please note that this fellowship is only eligible for current undergraduate students, as they will be expected to share their undergraduate studies experience as part of their fellowship duties.
- **Citizenship:** Must be a **US citizen, permanent resident, or have significant experience in the US** (e.g., graduated from a U.S. university, worked in the US for several years). Non-US citizens will be considered on a case-by-case basis due to visa and host-country requirements.
- **Language Skills:** Must be able to **communicate in English**. Japanese language proficiency is not required but is welcomed.
- **Work Experience:** Must be willing and able to participate fully in all mandatory activities, including online preparatory assignments, on-site orientation, and the entire on-site program period.
- Must **respect diversity** and be passionate about transforming differences into strengths through education, cross-cultural learning, and collaborative programs.
- The Fellow will be required to join the weekly check-in meeting.
- One Fellow will be selected for this role.

Preferred Qualifications

- Experience in cross-cultural education or working in multicultural environments
- Leadership experience in academic, professional, or community settings
- Prior experience working with youth or supporting youth-focused programs
- Strong teamwork skills and experience collaborating effectively in group settings

Professional Development

- **Community Engagement & Facilitation** — Lead and co-facilitate activities, workshops, and events for children, Japanese university students, and international residents, fostering inclusive, safe, and interactive learning environments.
- **Program Development & Project Coordination** — Support the design, planning, and implementation of youth and multicultural programs at



Manabito; assist with logistics, materials preparation, and coordination with staff and university students to bring programs from concept to execution.

- **Cross-Cultural Competence** — Deepen understanding of Japanese and international cultures through direct engagement with foreign students, local children, and Japanese university participants; learn strategies for building relationships across cultural differences.
- **Youth Mentorship & Leadership** — Work alongside Japanese university students and staff to mentor children and young participants, developing skills in leadership, social-emotional learning, and peer guidance within community-based programs.
- **Multicultural Program Impact** — Learn to design and deliver programs that promote diversity, equity, and inclusion, supporting Manabito's mission to provide spaces where all participants can explore their interests and discover their potential.
- **Adaptability & Resilience** — Manage dynamic, weekday- and weekend-heavy program schedules; navigate evolving needs of participants and staff; and maintain high-quality engagement across multiple simultaneous initiatives.
- **Collaborative Teamwork** — Build strong working relationships with staff, university students, and international residents; develop communication, problem-solving, and team coordination skills in a multicultural, community-focused environment.

Estimated Cost – \$4500~ (6 weeks) – \$5500~ (7 weeks) USD

- **International Travel** — \$1800: Economy Flight \$1500~ + Travel/Health Insurance \$300~
- **Accommodation** — \$1300-\$1700: \$40-50 USD per day in shared apartment or student housing
- **Living Costs** — \$1200-1400:
 - Food – \$10-20 Daily
 - Transportation – \$5-10 Daily
 - Miscellaneous (supplies, personal expenses, materials) – \$200
- **Fellowship Management Fee** — \$500: Fee for fellowship management and logistics
- **Tourist Visa** — \$0-\$100: US Citizens can apply for VISA exempt on arrival, up to 3 months stay