

## **Multicultural Communication Supporters**

Okayama Prefectural International Exchange Foundation

### **1. What are Multicultural Communication Supporters?**

“I have a meeting with my teacher but I’m afraid I won’t understand.”

“I need to go to the city hall, but will I understand what they are saying to me?”

Multicultural Communication supporters are **interpretation volunteers** who are dispatched free of charge to offer support to non-Japanese speakers with communication at places like schools and government facilities. (**Note:** This is not a written translation or administrative assistance service)

### **2. How can I use this service?**

This service will be offered during the time period stated below. Those interested should obtain a “Multicultural Communication Supporter Request Form,” fill in the necessary information and submit it by mail, fax or in person at the Okayama International Center 1F Information Desk to the Okayama Prefectural International Exchange Foundation (OPIEF). Application forms should be submitted in advance during the reception period at least 1 week before. (**Note:** Service availability depends on requested content and volunteers’ schedules)

Dispatching Period: 9 April, 2020 to 5 March, 2021

Reception Period: Mondays to Saturdays during the abovementioned period  
(except December 29 – January 3)

#### **Please submit application forms to:**

Okayama Prefectural International Exchange Foundation

Okayama International Center, 1F Information Desk

2-2-1 Hokan-cho, Kita-ku, Okayama-shi, 700-0026

Tel: 086-256-2914

Fax: 086-256-2489

Email: [info@opief.or.jp](mailto:info@opief.or.jp)

### **3. Who can use this service?**

This service may be used by any foreign national currently living in Okayama Prefecture. Please confirm with OPIEF beforehand if service in your desired language is available.

### **4. Does this service cost any money?**

This service is free of charge and does not cost you any money. Fees necessary for the volunteer’s dispatch will be borne by OPIEF, however, personal fees for things such as government-related administrative procedures are the responsibility of the applicant.

**5. Miscellaneous – Applicants must agree to the following:**

- Applicants are not to exchange personal contact information such as addresses and telephone numbers with volunteers. If applicants wish to get in contact with volunteers, they are required to do so through OPIEF. Applicants who desire a volunteer's service again are required to fill out another application form.
- Please contact OPIEF for further details on acceptable cases.
- Up to three assignments are allowed per person or group. Please contact us for more assignments.
- Interpreters are volunteers and are not professionals.
- Written translation or administrative assistance service is not provided.
- Neither OPIEF nor volunteers are responsible for any damages incurred by the applicant during the Multicultural Communication Supporter's dispatch.
- When the interpretation service is over, please fill out our survey and hand it to the volunteer or send it to OPIEF as soon as possible.