

2026 Guideline of the EPIC Internship Program

1. Overview

Ehime Prefectural International Center (EPIC) offers an Internship Program to qualified students in order to promote the Ehime-Hawaii relations at EPIC during the summer.

2. Timing

Interns will be accepted for a minimum of 70 to a maximum of 80 days between mid-May and late July or early August.

3. Number of interns to be accepted

2 people

4. Eligibility requirements

To be considered for an internship sponsored by EPIC.

- (1) You must be a U.S. citizen and currently enrolled at the University of Hawaii at Manoa (UHM) as an undergraduate or graduate student in a field related to EPIC's interests at the time of application. It is desirable for the applicant to continue as a UHM student during the proposed internship period.
- (2) You should have moderate Japanese language skills, experience working or living in an international context, and some knowledge of Hawaiian culture. Additionally, you should possess strong interpersonal skills and the ability to multitask.
- (3) Your application for an internship must be endorsed by your university. At a minimum, a letter of support from one of your professors is required.
- (4) The final candidates will be selected by the Japan-America Society of Hawaii (JASH) and University of Hawaii. Placement is contingent upon the availability of meaningful assignments.

5. Work contents

- (1) Front Desk Operations
Assist the EPIC staff as needed in responding to general inquiries from both Ehime residents and foreign nationals.
- (2) Offering cultural seminars and school visits
Take responsibility for planning and executing the programs that help the people of Ehime understand foreign cultures, including Hawaiian and American cultures, through the opportunities outlined below.
 - ① Offering Cross-cultural seminar at EPIC
 - ② Participating in events in collaboration with local municipalities and international associations. Participation in the 'UWAJIMA Hawaiian Festival' is mandatory.
 - ③ Visiting high schools, universities within the prefecture to introduce Hawaiian culture and interact with students through cultural exchange.

6. Work hours

As a general rule, from Monday to Friday, 8:30 AM to 5:15 PM. However, if the intern is required to work on a designated weekly day off in advance, a substitute day off will be arranged.

7. Financial support

The following outlines what EPIC will cover and what it will not cover.

(1) Travel costs

EPIC will provide you with travel costs for purchasing the round-trip tickets between Honolulu and Matsuyama. EPIC will not pay for additional accommodation or stopovers.

(2) Living expenses and accommodations

EPIC will provide ¥3,600 per day for living expenses. Accommodation arrangements, including the payment of rent and utility costs (such as water and electricity), will be handled by EPIC, up to a maximum amount of ¥98,000.

(3) Medical Health and Life Coverage

It is essential for the intern to be covered by health and life insurance during the internship period. EPIC will provide medical and health insurance to cover the intern for the entire internship period. However, this insurance will not cover personal trips during non-working periods.

(4) Fees for obtaining passport and visa

The intern is responsible for obtaining the necessary passport and visas. EPIC will issue a letter confirming the intern's acceptance and outlining the conditions of the internship.

- Normally, a visa is not required for stays of less than 90 days.