Communiケーしよう！

WORKING TOWARDS BETTER

TEAM-TEACHING

ALT Skills Development Conference 2016-2017
Who am I?

- Jonathon Allred
- Programme Coordinator at CLAIR
- From Iowa, USA
- ALT for 5 years in Kumamoto Prefecture
What is CLAIR?

- **Council of Local Authorities for International Relations**
- Provide support for local governments
- Four departments
- Mix of Japanese staff and former JET participants (PCs)
What is the Department of JET Programme Management?

What do we do?

- Placement
- Post-Arrival Orientation/training conferences
- Publications and the JET Programme Website
- Online Japanese Language Courses
- Grants for TEFL and JLPT (N3)
- Mental Health Support System

What do we not do?

- Employ JET participants
- Mediate disputes between JET participants and contracting organisations
Today’s Goals

- To facilitate better communication between ALTs and JTEs
  - How: by identifying and discussing communication issues and how to prevent/solve these issues

- To provide constructive advice for ALTs and JTEs on successful communication
What is this?
What is this?
What is this?
What is this?
What’s the point?

- Different cultures, languages, and ways of thinking can cause miscommunication.
- Communication helps us to become more aware of these differences and anticipate/avoid miscommunication.
Common Miscommunication Issues

- Simple lack of communication
- Feedback problems
- Unclear or undecided expectations/roles
- Cross-cultural misunderstandings
- Language barrier
Group Discussion 1: Increasing Communication

1. Do you feel you communicate *enough* with your ALT/JTE now?
2. *How* do you communicate with your ALT/JTE now?
3. Are there areas where you can *increase* communication with your team-teaching partner?
Group Discussion 1: Increasing Communication

- ALTs
  - Don’t always wait for the JTE
  - “Read the air”
  - Attend school events and parties
  - Make yourself available
Group Discussion 1: Increasing Communication

- JTEs
  - Don’t hesitate to approach your ALT
  - Use time outside of class for conversation
  - Get to know your ALT
  - Invite the ALT to school events and parties
Group Discussion 1: Increasing Communication

- ALTs and JTEs
  - Exchange contact information
  - Leave notes/memos
  - Consider setting a fixed time for daily or weekly meetings
Group Discussion 2: Feedback

Please read the scenario
Group Discussion 2: Feedback

1. How should the ALT ask the JTE for feedback? (What kind of questions?)
2. What kind of feedback should the JTE give the ALT?
3. How can the ALT react to the feedback and then put it into practice?
4. If the ALT does not put the feedback into practice in the next few lessons, what can the JTE do?
Group Discussion 2: Feedback

- ALTs
  - Show a desire to receive feedback
  - Ask specific questions
  - Take feedback seriously
  - Show that you are putting feedback into practice
Group Discussion 2: Feedback

- JTEs
  - Be direct
  - Share your knowledge
  - Use positive feedback and suggestions for improvement together
  - Follow up with and help your ALT, if necessary
Group Discussion 2: Feedback

- ALTs and JTEs
  - Make the feedback about the lesson, not the person
Potential Solutions

- Lack of communication
  - Increase chances for communication

- Feedback problems
  - Actively seek, give and carry out feedback

- Expectations unclear or undecided
  - Clarify expectations, decide class roles

- Cultural misunderstandings/language barrier
  - Talk about and learn each other’s language and culture
  - Be aware of and on the lookout for differences
  - Be respectful of differences and each other
  - Be flexible
Conclusion

- Miscommunication can be a learning experience, but smooth communication is better.
- Increasing communication and being aware of respectful differences in culture, language and ways of thinking can help ALTs and JTEs anticipate and avoid miscommunication.
- Good team-teaching requires frequent, open communication between ALTs and JTEs.
CLAIR Resources

- JET Programme Website
## JET Programme Website

**The Japan Exchange and Teaching Programme**

<table>
<thead>
<tr>
<th>INTRODUCTION</th>
<th>ASPIRING JETs</th>
<th>CURRENT JETs</th>
<th>FORMER JETs</th>
<th>For COs (Japanese)</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOME &gt; CURRENT JETs</td>
<td>What’s New</td>
<td>Conferences</td>
<td>Publications for JET</td>
<td>CURRENT JETs</td>
</tr>
</tbody>
</table>

### INTRODUCTION

JET Programme participants are assigned to local public organisations located throughout Japan, and engage in language and cultural exchange activities.

- Forms for Current JETs
- Japanese Language Courses
- Grant for TEFL Certification
- Grant for JLPT
- Insurance
- Taxes

- Introduction
- What’s New
- Conferences
- ALT/CIR/SEA Conference
- PA Conference
- After JET Conference
- JET Programme Career Fair
- Publications for JETs
- CLAIR News
- General Information Handbook
CLAIR Resources

- JET Programme Website
- General Information Handbook (GIH)
- Feedback Form ("Forms for Current JETs")
- CLAIR News
- Teaching Materials
- ALT Handbook
- JET Programme Introduction Tools
- JLPT Grant
- TEFL Grant
Thank you for listening!
ご静聴ありがとうございました。