



### About CHI

Cultural Homestay International 為STEP Program於美方的營運商。

- CHI is a non-profit educational organization founded in 1980 by Tom&Lilka Areton
- CHI has a 36 year history of running Exchange Programs, which have united **over 250,000 people** from over 100 countries of the world
- CHI is sanctioned by the U.S. Department of State to run several J-1 and non J-1 visa programs

#### List of programs we do:

- **≻**Academic Year Program
- **≻Au Pair**
- **≻**Camp Leaders
- **>**Group Homestay

- **≻**High School Abroad
- **≻Private High School**
- **>**World Explorers

- **≻Work & Travel USA**
- **➢Internship & Training**
- >Short-Term Enrichment





#### Go Abroad USA Cultural Network

Asia's Division of Cultural Homestay International



Go Abroad USA Cultural Network為Cultural Homestay International亞洲區總部,為CHI官方指定亞洲區的STEP 項目辦理商,總部設於香港。我們的服務對象除了香港、中國、澳門年青人,服務對象亦包括台灣、馬來西亞、新加坡等其他亞洲地區。

# Our Company Profile

Our other U.S. exchange programs



Besides STEP Program, Go Abroad USA also offers 2 other types of U.S. Exchange Programs that can fit different types of students or working people's needs. For more details, please feel free to contact us anytime.

### WHAT IS STEP?

Short Term Enrichment Program Introduction & Review





#### Introduction

The Short Term Enrichment Program (STEP) is an introduction to American culture, English practice, and personal growth.

This is a non-paid volunteer program lasting from 1-3 months.

Participants can use B1/B2 visa or ESTA to join this program.

Experience in U.S. workplace

They will observe and engage in an entry level position in a local organization

Personal growth

It'll be a good chance to develop their personal Independence and self-esteem

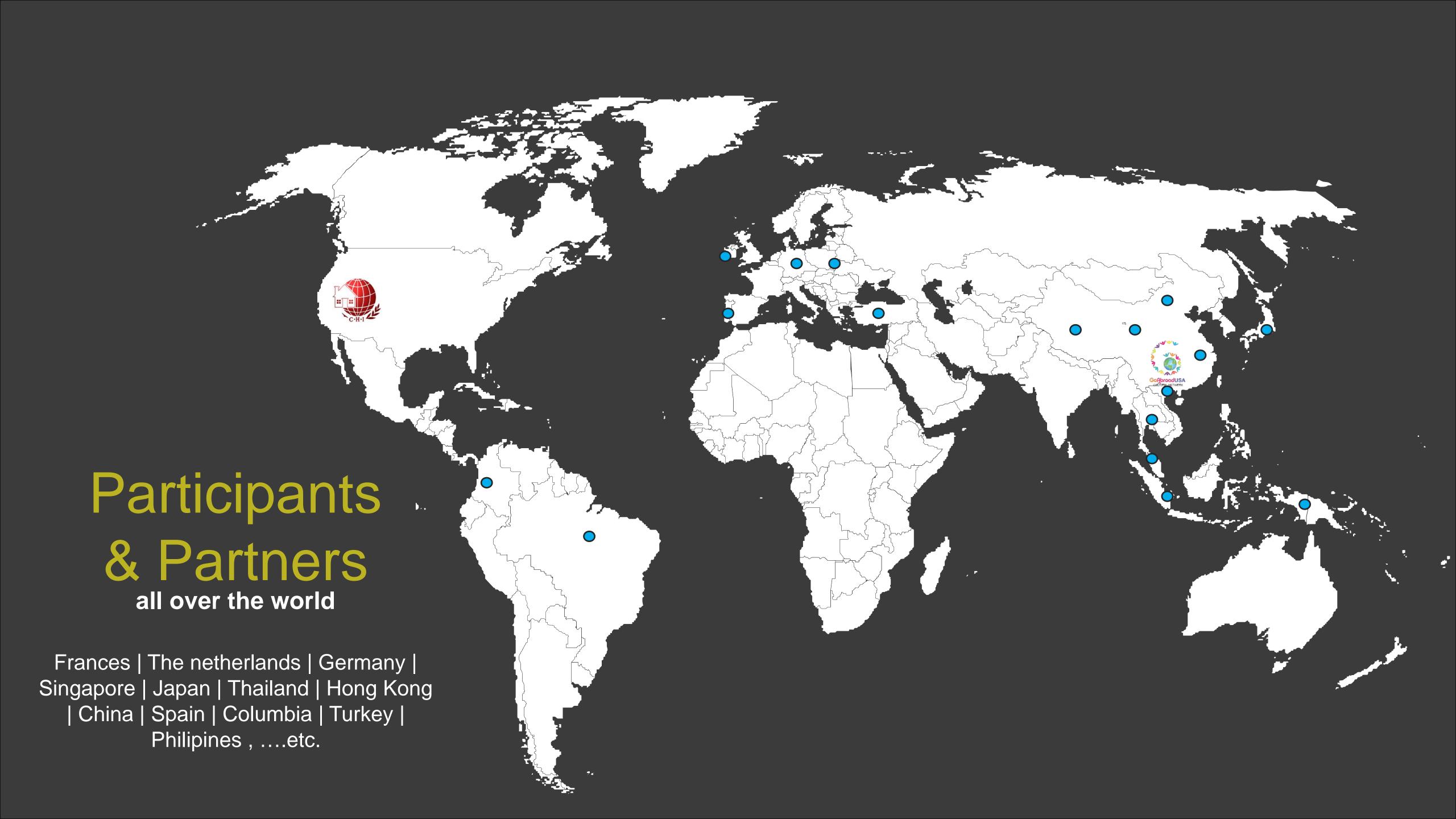
In STEP
Your participants will:

English Practice

They can improve their English by partaking in local American life

They will learn about local

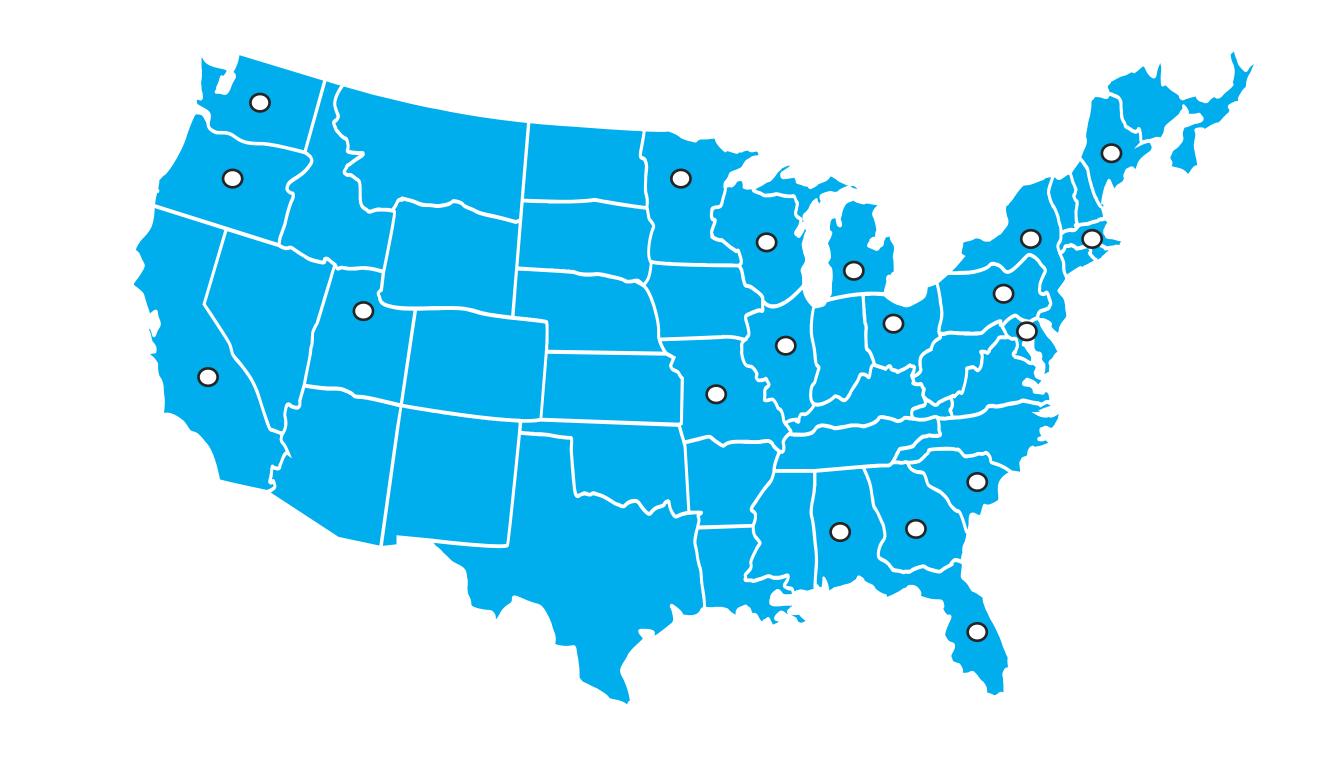
American Culture



### PLACEMENT LOCATIONS

US States participating: AL, CA, FL, GA, IL, MA, MD, MI, MO, NH, NY, OH, PA, SC, UT, WA, WI, OR

We offers placement in different states. STEP is a program that participants can have an authentic, diversified but localized American cultural experience.



































#### **Diversified**

Cultural Experience for participants

# STEP Program Coordinators

STEP has a team of experienced personnels in different states/regions in the U.S. to provide local support service to participants, to make sure participants' safety and doing well in the program. They are called coordinators.

The below are 4 main ones from our coordinator team.



Dayna O'Brien

\_\_\_\_\_\_

Responsible Area: Middle West of the U.S.



Irena Anthony

Responsible Area: East Coast of the U.S.



Sandra Haglund

Responsible Area: California



**Alex Lehman** 

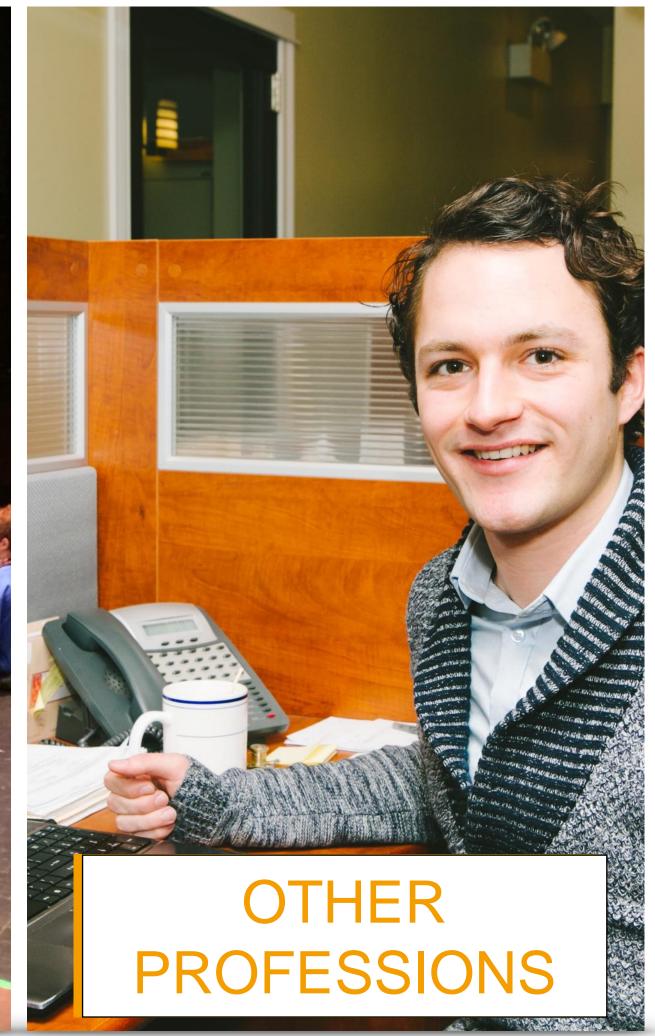
Responsible Area: Florida, Washington State

每一位STEP 參加者都會被分配一個社區協調員(Coordinator)來負責其工工作崗位和寄宿家庭情況。如果遇到任何安全性的問題,可以隨時打電話給社區協調員徵求援助。社區協調員也會定期聯絡 參加者、他們的寄宿家庭、工作機構的主管,檢查並確保學生生的Program安全並順利地進行。大大部分我們的社區協調員都是在此崗位工作了超過10年,有些更是已經為項目參加者、寄宿家庭及合作的工作機構服務了超過30年的經驗了。









# Categories/fields of placement

STEP provides placement with a small company/non-profit organization/community service center in the above occupational categories.



### Examples of duties

FOR REFERENCE



#### Office basic administration

e.g. filing, handling paperworks, translation, data entry, email or phone communications, organizing small reports or other administration tasks



#### Event assistance

e.g. Being an event helper during the event and organizing the event.



#### People servicing

e.g. Taking care of servicing objects of the organizations e.g. children, seniors or students, guests.



#### General task assistance

e.g. Daily operations of the organizations or other small tasks in general

### EXAMPLES OF TYPES OF ORGANIZATIONS



MUSEUM

e.g. Historical museums, Ship

museums

Children Service Center/ Summer Camp





Hospital°





#### SENIOR CENTERS

e.g. Elder homes, Resident Service Centers





#### COMMUNITY ORG

e.g. Social Service Centers, Library, Charity Organizations, environmental organizations



#### HOSPITAL

e.g. Hospitals, clinics, health centers



· Field: NPO/NGO/Community Organization Volunteer General ·

# Examples of Host Organization NPO / NGO / Community Service Organization







USS Midway Museum

The Gaslamp Historical Foundation

Santa Monica History Museum

Maritime Museum of San Diego







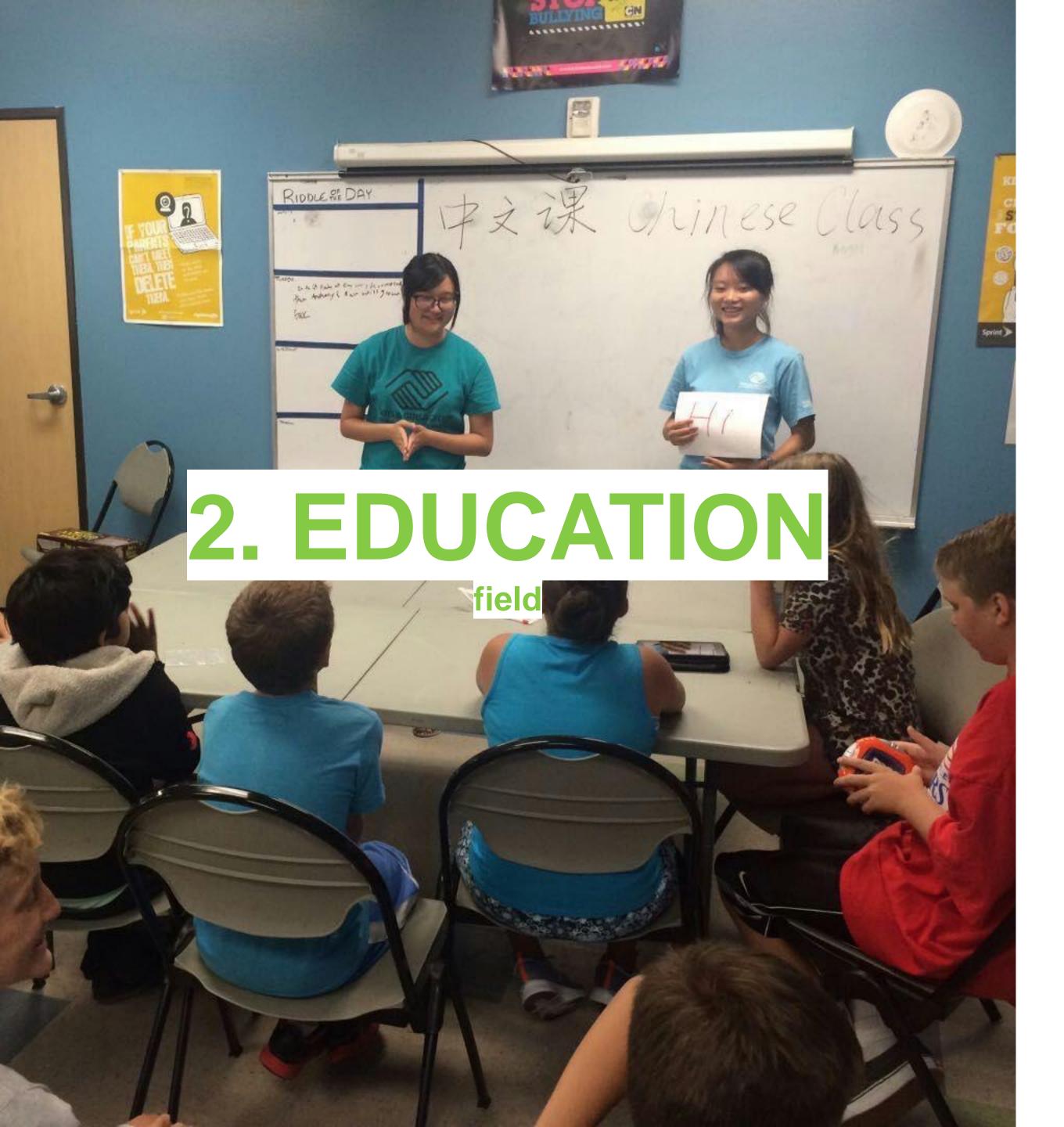
**YMCA** 



Miracle Babies



Simon C. Fireman Community



### Examples of duties

FOR REFERENCE



#### Be a Teacher's Assistant

e.g. Assisting teachers with building curriculum, preparing lesson plans, organizing art projects, themed activities



#### Help managing students

e.g. supervising and caring for the children in the lessons or activities



### Share own culture with students

e.g. sharing words and phrases in your own language, culture & special skills with teachers and students.



#### Other administration tasks

e.g. participating in office duties, ie. Filing, greeting parents, paperwork and some computer input.

### EXAMPLES OF TYPES OF ORGANIZATIONS

PRE-SCHOOLS / EARLY EDUCATION CENTER







CHILDREN SUMMER CAMP













LANGUAGE SCHOOLS

· Field: EDUCATION ·

# Examples of Host Organization EDUCATION







Boys & Girls Club

Marion & John E. Anderson Youth Center

Private Elementary School

Pre-school





### Examples of duties

FOR REFERENCE



#### Assist with productions

e.g. Assisting with productions of performance shows and rehearsal, photoshoot, interviews, product design



#### Help organizing events

e.g. venues set up/clean up, guiding guests to seats, and other event preparation



#### **Promotion & Communications**

e.g. assisting with tasks of promoting events/ performance/classes and communications to the public/guests



#### Other administration tasks

e.g. Daily operations of the organizations or other small office tasks in general

### EXAMPLES OF TYPES OF ORGANIZATIONS



Theater, Opera House, Music and Dance Studio

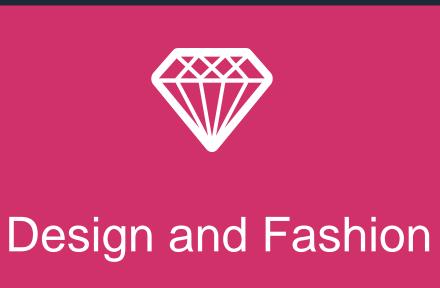


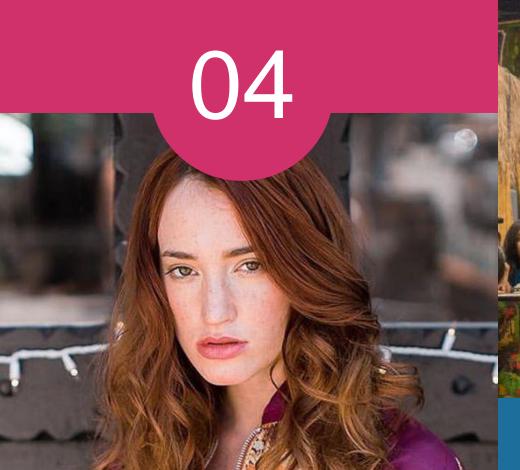




Art Museum, Exhibition, Gallery











· Field: ART & CULTURE ·

# Examples of Host Organization ART & CULTURE



**KWRH-LP** Radio RADIO STATION **BROADCASTING** 



New Hampshire Theatre Project MUSICAL THEATRE



World Beat Cultural Center ART CULTURAL CENTRE



Rochester Opera House **OPERA HOUSE** 



Bordeaux Studios PHOTOGRAPHY STUDIO



Glamorous BEAUTY & STYLING



Deborah Lindquist FASHION DESIGN



Chicago Urban Art Retreat Center **ART EXHIBITION** 



# Examples of other professional fields

- Business Administration / Marketing
- Real Estate Management
- IT / Online Social Media
- Law
- Sport marketing
- Architecture / Interior Design
- Translation
- Environmental / Natural Resources Engineering

# Examples of Past Participant OTHER PROFESSIONS









Marketing A F INTERNATIONAL (PRIVATE LANGUAGE SCHOOL)

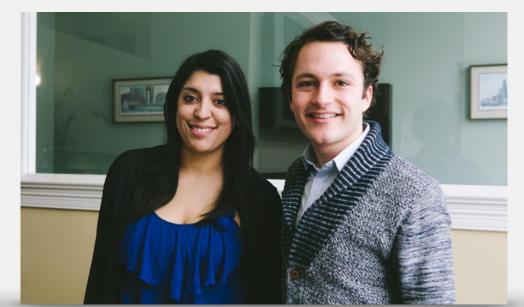
















# STRENGTHS OF STEP

For Participants

### 1. Diversity Of Industry/Field Options

STEP provides WIDE RANGE of industries/fields for applicants' options.

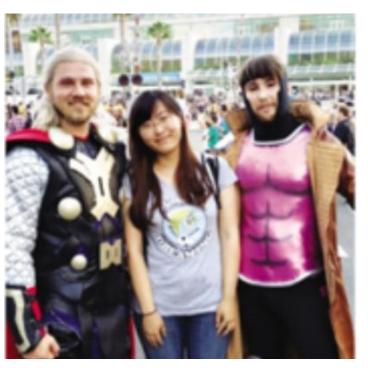




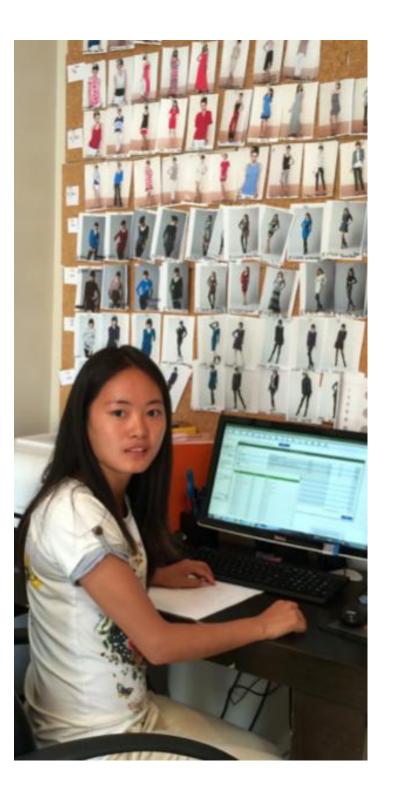






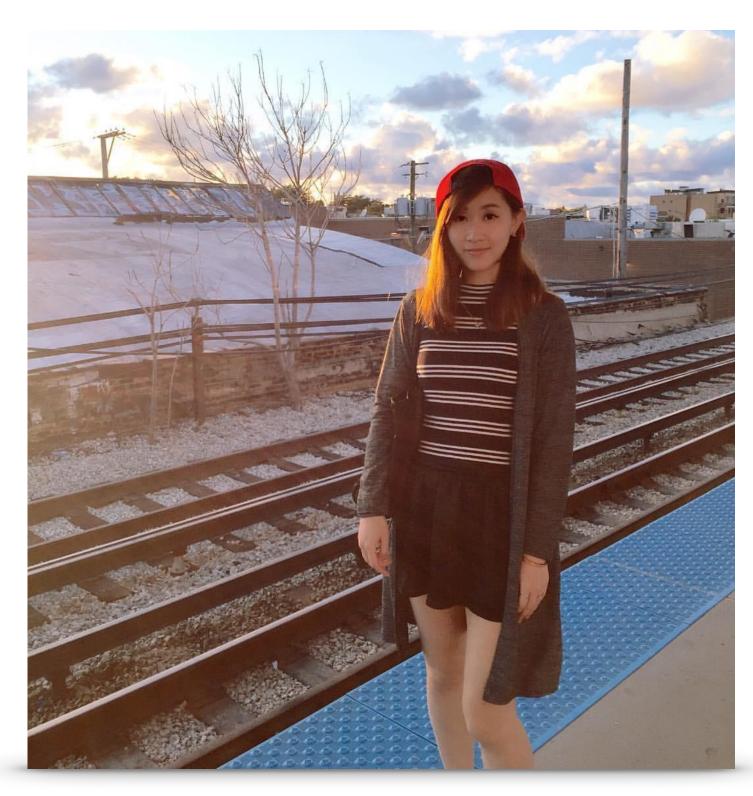


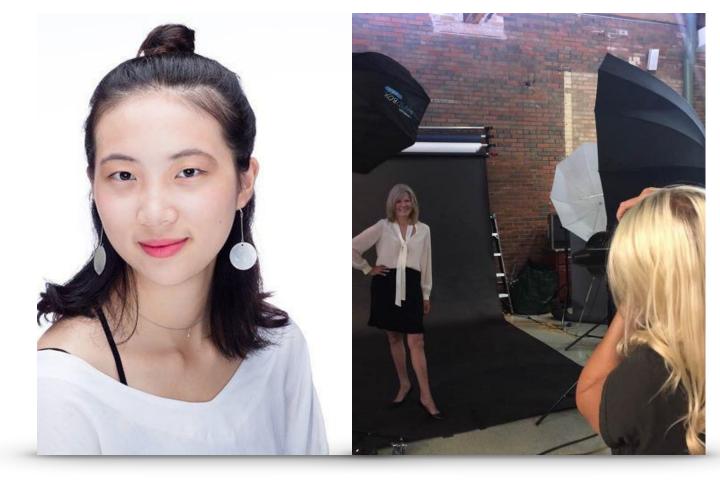




STEP Program 提供申請者多種行業的機構選擇給申請者對他們的興趣範疇體驗工作及學習該行業運作。一些非傳統行業例如環境保育、建築設計、電台廣播、藝術表演、攝影、媒體、歷史、教育、時尚設計,都是美國一般未能提供有薪長期實習工作的行業,而STEP Program正正能提供機會給對這些領域有興趣的申請者,了解其行業運作、學習基本工作技能及知識、建立其行業人際網路。

### 2. Flexible Application Criteria





Vivian Zhang, 18, China 剛高中畢業 在進大學前打算利用暑假鍛鍊英文,擴闊 眼界,累積社會經驗,因此於2016年暑假 到美國一間攝影工作室實習,學習專業 Photoshoot的流程、修圖程式的基本操 作、建立Client Network及商業聯誼的手 法,透過工作中與不同人士溝通,慢慢增 加了自信心,和與人相處的技巧

Kay Leung, 29, Hong Kong 在職人士,從事平面設計 因對藝術的熱情夢想將來開設屬 於自己的個人畫展,因此在2016 年秋季於百忙中抽了1個月的工作 時間到在一間芝加哥畫廊實習



Xueyin Zhang, 22, China 大學三年級, 就讀會計 雖然學歷背景完全與教育無關, 但因 熱愛語言及小孩子, 對將來當老師職 業有個夢想, 因此想利用暑假兩個月 時間來美國一嘗當助教之初體驗, 了 解自己是否適合當老師這個職業。

相對於其他報名資格較嚴格及多要求的美國工作交流計劃 (e.g. J-1 Program), STEP Program相對較包容來自任何專業範疇、英語能力、教育程度的申請者。不管你是否正在就讀大學、英語程度如何、讀哪個大學科目、有否任何相關的工作經驗,只要你是30歲或以下的年青人, 有心想學習、不介意接受彈性的任務安排、有願意主動為主管或僱主幫忙大小事的態度、能夠在美國跟本地人作基本對話溝通, STEP Program也會給予您一個機會實現夢想或個人目標, 於美國一個你有個人興趣的行業/領域, 體驗工作模式及學習行業英語溝通技巧。

### 3. Flexible Participation Time

STEP is all open throughout the year (Except some American public holidays). Participants can feel free to apply starting their program for 1, 2 or 3 months at ANY time in a year.



#### Summer Season

Many participants came during their school summer break

雖然Summer & Spring School Holiday Season是最多人參加STEP Program, 但你可以就著個人需要自由選擇自己想開始的月份及日子。我們全年開放申請, 參加者亦可就著個人需要挑選1, 2或3個月的 Program。

#### **Examples**:

Jan -Feb

#### Winter Season

Participants are also welcomed to join the program if they can come for at least 1 month in other time they are available.





### 4. International Network building







在STEP Program中,除了你可以建立你在美國的人脈 (老闆、主管、同事、寄宿家庭)外,你有機會參予到機構或寄宿家庭中不同大小的商業或社交活動,或許這些社交活動或人脈能幫助你將來職業、前途或人生的發展!我們的Local Coordinator有時在當地舉辦一些社交活動,讓你有機會可認識在當區的其他國家交流生,見識不同文化,鍛鍊英語能力!

27

### 4. International Network building

Hong Kong Participant's Story & Experience in Chicago Art Organization

#### Pic 1:

因為在藝術機構工作的關係,有機會出席最大型藝術之都芝加哥最大型藝術之都芝加哥最大型的Art Expo (藝術博覽會)

Pic 2: 幫助會場set up

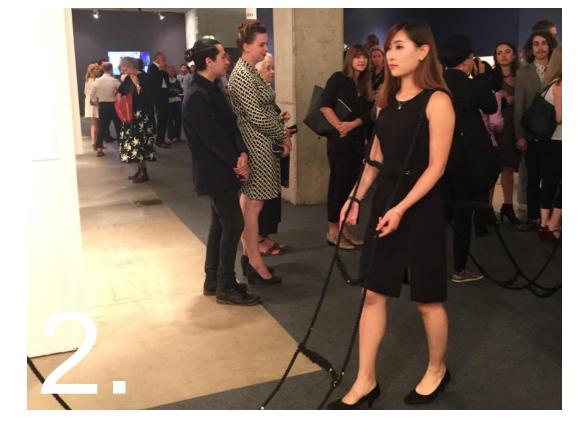
Pic 3: Art Expo門外

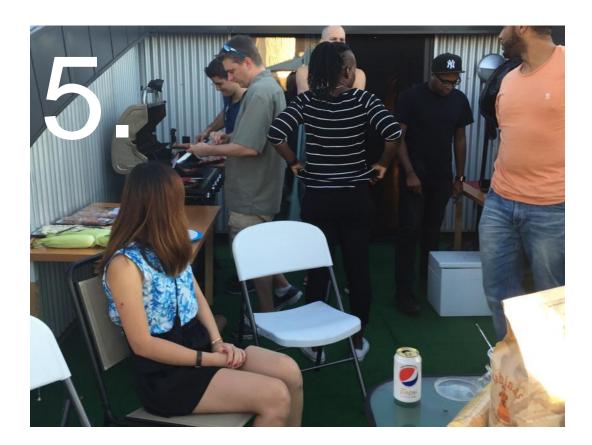
Pic 4: 在會場內遇見很多來自世界各地的藝術界大人物, 其中這位是香港很有名的藝術家

Pic 5: Host Mom是位攝影師,需要經常出席很多不同社區聚會找客人,也讓我見識到美國人Social能力真的很高超,就算遇陌生人打交道也很自然,不會讓人有Hard Sell感覺,這些社交技巧真的很值得學習!









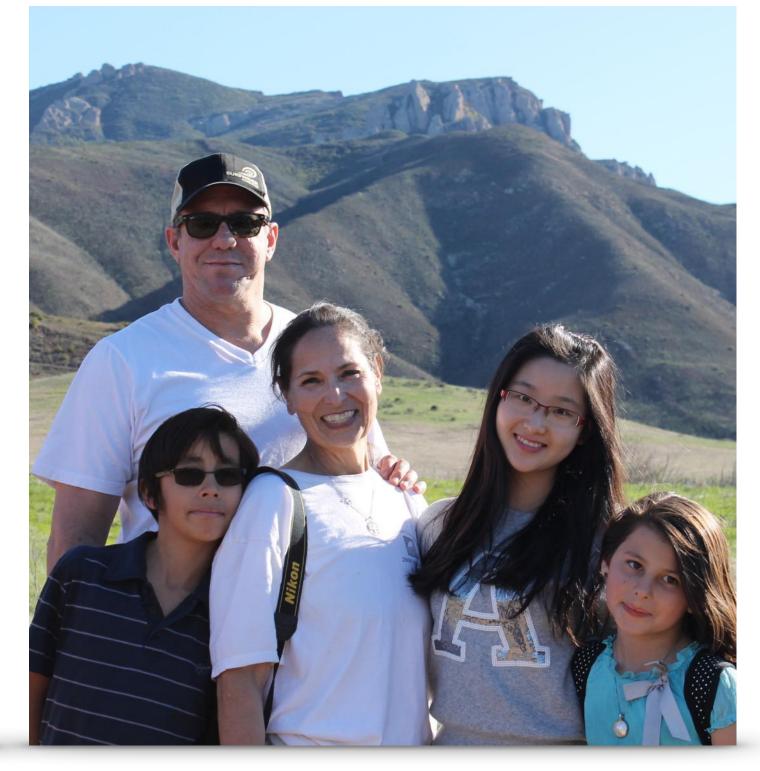




Pic 6: 在攝影師寄宿媽媽的幫助下, 在一些Business Events我也有出示了我在香港做 Graphic Design的名片, 很多小公司都找我做一兩天 Freelance Jobs, 賺得一些"外快"當然是開心, 但更重要的是我有了我接美國客戶工作的第一個Portfolio, 如果有幸, 希望這些經驗都能為我自己的Graphic Design Freelance業務開托美國或國際客戶的市場



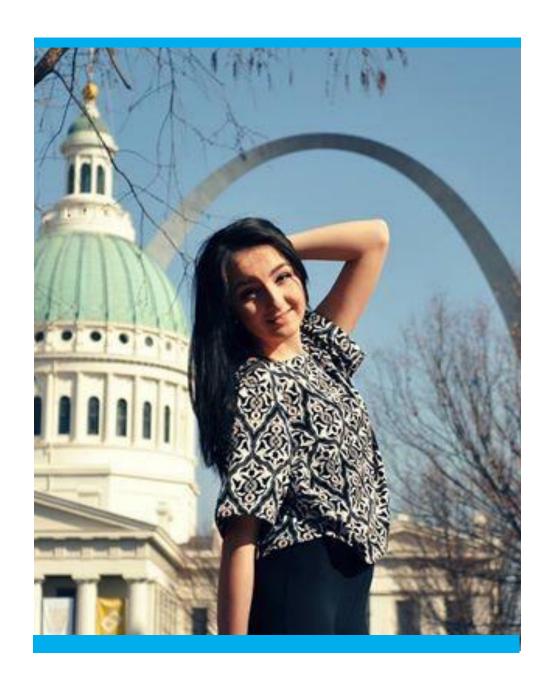




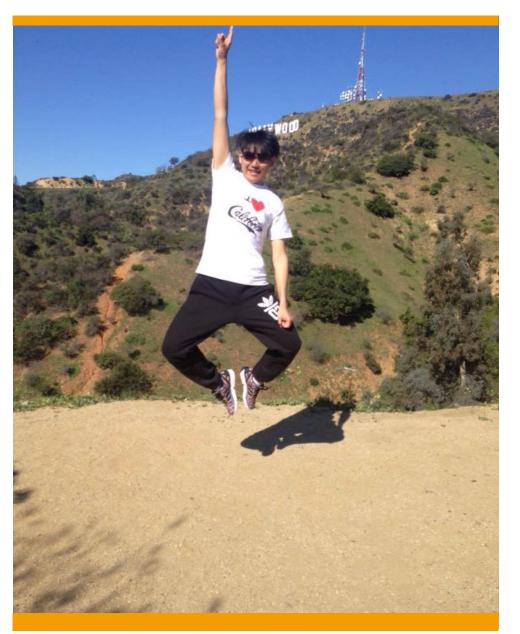
# 5. Authentic American Local Life Experience

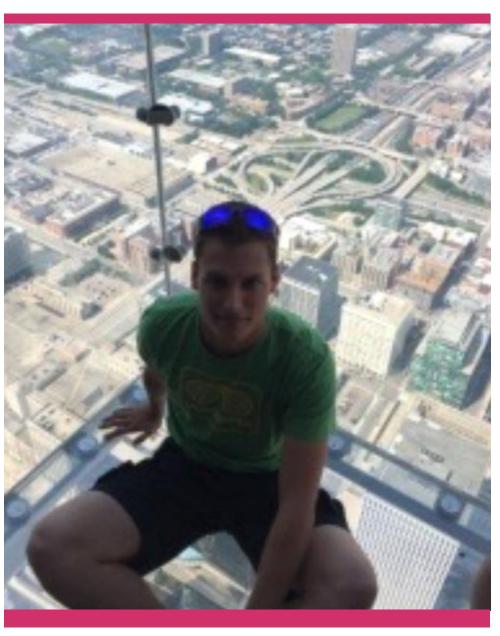
在STEP Program, 你可以感受最地道的美國文化、原汁原味的美國生活方式, 一個全美國的生活及工作環境。由你起床到吃飯、上班到下班回家、甚至睡覺前, 每一分每一秒都讓你在英語環境中成長起來, 學習不一樣的生活態度。你的寄宿家庭亦有可能在假日抽空帶你去Camping或戶外活動, 讓你深入體驗美國地道的生活。

# 6. Opportunity of Traveling in the US

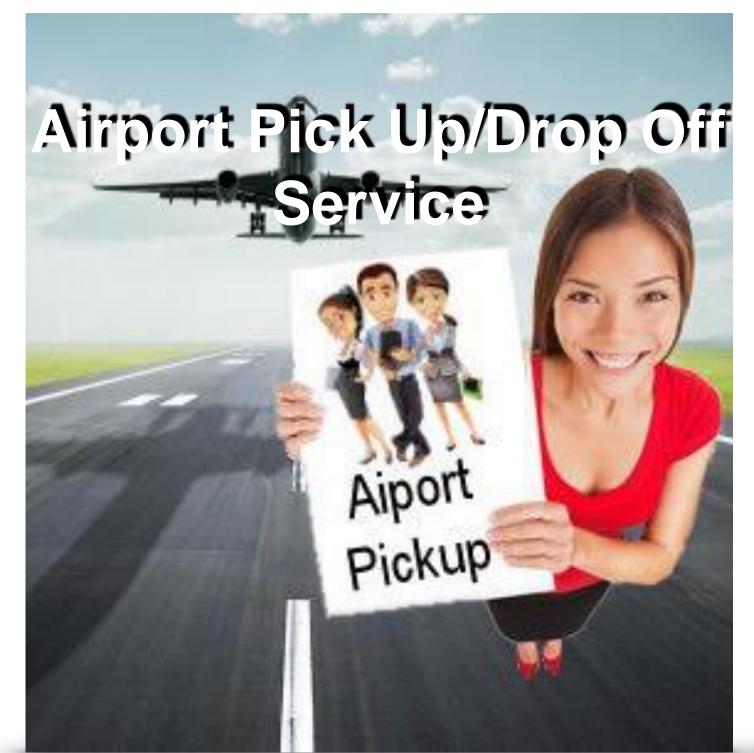








B1/B2 visa 或 ESTA 可以容許參加者停留在美國6個月 (B1/B2 visa) 或90天 (ESTA)。你在結束工作後可利用任何多餘的時間遊覽美國後才回國。





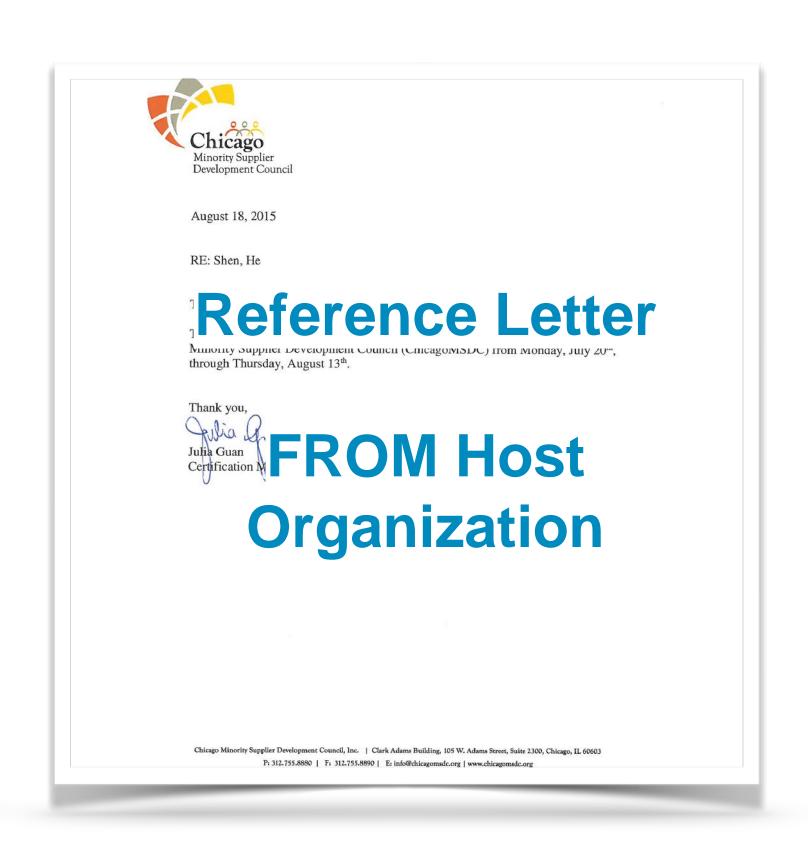


# 7. Program Safety / Great opportunity to experience the country for the first time

由於STEP Program提供機場接送服務、醫療保險及當地協調員 (Local Coordinator)的貼身支援, STEP Program對於很多過去的參加者來說是很安全及可靠的。尤其是對於一些較少出國獨立生活經驗、較少工作經驗、英語程度/有待改善/想再改善、想認識國際友人的人士來說, 是一項最適合的初階入門體驗美國社會或專業工作的項目: 能夠在安全、能讓父母放心、隨時都有人照應及支援的前提下, 學會獨立面對不同生活問題、語言不同的挑戰中成長起來。

# 8. Program Certificate for Participants





當參加者完成了Program後, 並順利填寫了我們的Program Evaluation Report後, CHI 將會提供一個參加者 Program Certificate。當然, 若參加者在機構中工作表現良好, 大部分機構僱主亦會很樂意提供不可以 供Reference Letter或推薦信, 作為一個在美國實習的證明。



### Participants' gains from STEP



"I learnd from Americans that you just express what you want to say confidently, and don't be afriad of the result. The parents should not spoil children because they have to grow by themselves."





"The method for getting along with colleagues at work, and how to do a good job of team work. How to quickly and harmoniously integrate into a strange language environment, and to live in harmony with the people around."

"What I learned is the ability that you have to face and solve the problems by yourself, this is the first time I went to a far-away place alone."

"How to build the relationship with others, how to fix the problem when I met some works I don't like, how the psychological services operate in US, how to arrange a wonderful trip for myself."

"I gained some knowledge about American culture about thrift stores, clothes, volunteering tasks, met a lot of people with different study degrees and backgrounds and experiences."

"I have the depth understanding of the America culture, especially about the education style."

"Happiness and Appreciation "

\*from STEP participant program evaluation report 2016



This program made me improved my English a lot! I'm confident to talk to different foreigners now. Also, I got chances to meet many Art professionals

Kay Leung, Hong Kong



Alexandre LEGLISE, France

I gained valuable experience in intended occupational field, I my gained valuable contacts and friendships. I learned a lot about this subject during my time at the

> Thom Verhaegen the Netherlands



l always felt shy and embarrased to speak English to foreigners before I attended this program. However, I have to speak English with my host families and staff in the preschool everyday. Now,I have a big progress on my English.

Shiho Matsumi, Japan

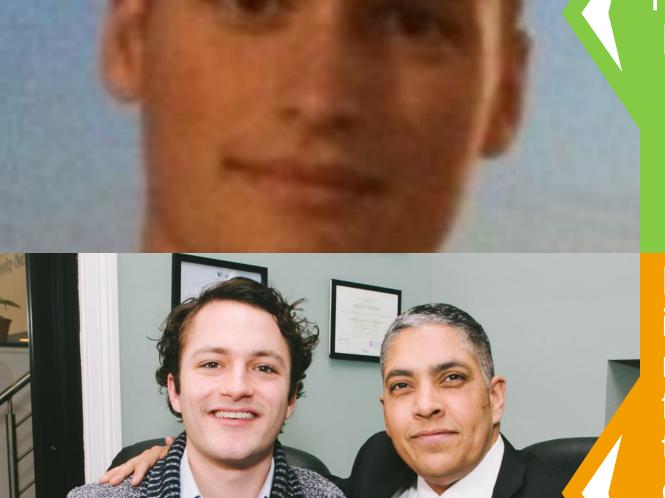
Through this internship, I learned that I need to take a first action by myself when I want to try something new.

Sheridan Su, Singapore

I've learned the method for getting along with colleagues at work, and how to do a good job of team work. How to quickly and harmoniously integrate into a strange language environment, and to live in harmony with the people around.

Xueyi Wang, China





## Eligibility

STEP offers a broader gate of application/participation for interested applicants than the other J-1 Cultural Exchange Program.

In order to be considered for CHI's STEP, an applicant is required:

Age

√To be between the <u>ages of 18 to 30</u>

Language level

√To have a functional command of the English language

Application package

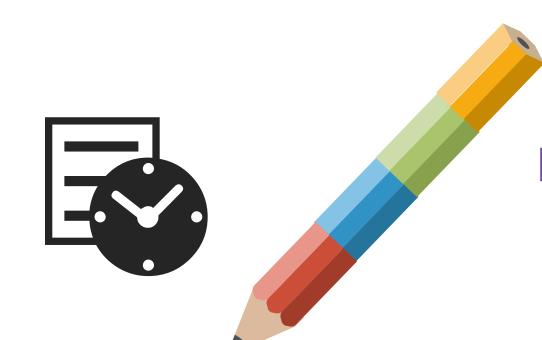
√To submit supporting documents including signed participant agreement, letter to Host Family; 2 passport photographs; letter of intent

Participating Duration

√To be able to join the program for 1, 2 or 3 months

Others

√To read and agree to all program guidelines and policies set forth in the Participant Handbook





#### GoffbroadUSA

CULTURAL NETWORK Official Representative in Asia of Office Location:

Hong Kong S.A.R., China, Taiwan, United States

Servicing areas:



# Contact us

**ANY QUESTION?** 

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