



Internship

Your introduction to adventure travel

OVERVIEW

About Venture

- Established for over 10 years, Venture is a travel company that specialises in small group travel.
- Much of our business is “white-label” so that we deliver trips that are being marketed and sold by other agents, but we are increasingly building our Venture brand to focus on sports-related and active travel for groups.
- We are a small, family owned and operated business. We are hands on in every aspect of operations.
- We employ local specialists to lead our trips.

The Opportunity

- Join Venture for a two month internship.
- Build experience in every aspect of the adventure travel industry - designing trips, marketing trips, and leading trips.
- Contribute to the growth and development of an exciting new stage of our business.

Location

- You will be working from our base in Kyoto, Japan.
- You will be part of an international business - our core operations are in Japan, the UK, and Australia so you will become familiar with how we share expertise and manage information and activity on a global basis.

Remuneration

- This is an unpaid internship.

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Venture specialises in small group travel - designing activities and itineraries tailored to ensure that you get the most out of your Adventure, Expedition, or Event.



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JOB DESCRIPTION

Role Title

- Intern

Scope of Position

- Reporting to the Japan Manager, the Intern will be allocated specific tasks in relation to the development and delivery of Japan-based trips.

Major Areas of Responsibility

- Research and documentation of potential trip activities
- Drafting of trip dossiers detailing the activities and itineraries of potential trips
- Costing of trip activities
- Supporting experienced leaders in the delivery of trips to Japan destinations
- Completing the required reporting and expense reconciliation after each trip.

Required Knowledge, Skills, and Abilities

- Strong verbal and written communication skills (in both Japanese and English)
- Highly developed interpersonal skills
- Project Management
- Sound understanding of social media platforms
- Ability to work unsupervised
- Attention to detail
- A passion for travel, adventure, and sport

Physical Demands

- This role requires active participation in the trips being delivered by the company - this may include lifting, running, cycling, and swimming.

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Examples of Venture's trips

Australia

- [Bush 2 Beach](#)
- [Open Water Swimming](#)
- [Trail Running](#)
- [Grampians Fitness](#)
- [Leadership & Team Building](#)

Japan

- [Discover Japan](#)
- [Trail Running](#)
- [Cycle Mount Fuji](#)
- [Swim & Kayak](#)

Other

- [Active Wales](#)
- [Altitude Training](#)

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