MEMORANDUM TO: Directors of Education

FROM: Gerry Treble
Team Leader
London Regional Office

DATE: March 20, 2007

SUBJECT: Summer Experience Program 2007

I am pleased to advise you of the launch of the Summer Experience Program 2007. This is one of the government-wide programs supporting youth work opportunities run through the Ministry of Government Services' Youth and New Professionals Secretariat. Employment Programs and Services, OSS, continues to administer the Program and provide funding to ministries. With your help, we hope to have another successful summer.

Consistent with previous summers, the program continues to be a project-based initiative that employs youth aged 15 to 24 years (up to 29 years of age for persons with disabilities). The positions offered should support critical activities relating to ministry core business and provide the opportunity for youth to develop skills that are career related and transferable to the general labour market; to give youth a meaningful work experience to improve job skills and/or assist their career planning; to assist school boards in providing useful services in a variety of career areas and educational programs; and to provide training and supervision necessary to develop job skills and to carry out occupational duties safely and accurately.

District School Boards are invited to participate in this program by submitting a Project Application Form for each opportunity to employ a youth over the summer. The ministry will grant a maximum of $2,260 for each youth hired. In February 2007, the minimum wage for students increased to $8.00 per hour that impacted the target placements for SEP. The allotment for the London Regional Office this year is 20 positions to be distributed throughout the district.

Once you completed your Project Application Form, please forward it by April 20, 2007. If you intend to hire several youths, please use a separate Application Form for each position, and indicate your priority ranking. Please forward your Project Application Form to:

Lynn Sherriff
Phone: (519) 667-1440, ext. 223 / 1-800-265-4221, ext. 223

Once your projects have been reviewed, you will be advised which have been approved. At the same time, employment application forms and other material will be forwarded to you.
It is important to us that we have the name of the board contact person for the Summer Experience 2007 Program. You will note that on the Project Application Form, there is a box for that information. We appreciate your assistance in ensuring that someone is identified.

This year, SEP positions will be posted on the GoJobs web site. We were informed that the launch will occur by the end of March, however, the advertisements are very generic. In addition to the GoJob web site postings, your board may advertise as you did in the previous years for the approved positions you require.

Sincerely,

Original signed by

Gerry Treble
Team Leader
London Regional Office
Ministry of Education

Attachments:

- Project Application Form 2007
- Job Proposal Form 2007
- SEP Program Guide 2007
- High School Co-op background material (2)