MEMORANDUM TO: Directors of Education
Supervisory Officers and Secretary-Treasurers of School Authorities

FROM: Stephen Simard
Acting Regional Manager
Sudbury-North Bay Regional Office

DATE: April 9th, 2009

SUBJECT: Summer Experience Program 2009

I am pleased to inform you that the ministry of Education (EDU) has been allocated positions for the 2009 Summer Experience Program (SEP) by the Ministry of Government Services’ Youth and New Professionals Secretariat to support youth work opportunities in school boards. As in previous years, administration and funding of this program is provided by Employment Programs and Services, Ontario Shared Services.

The 2009 SEP 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). School boards are invited to participate in this program by submitting the attached Project Application Form for each opportunity to employ a youth over the summer, with EDU providing a maximum of $2,685 for each approved project. The positions offered by a school board 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. Where possible, priority will be given to communities throughout the province to areas of high unemployment.

Completed board applications are due no later than April 24th, 2009 to your local regional office. If your board submits more than one project proposal, please use a separate application form for each position, and indicate your priority ranking.

Following the review of the applications, school boards will be notified which have been approved, and receive employment application forms from students. These positions will be posted on the OPS Careers website on May 22nd, with the advertisements being very generic and indicating that students should contact school boards regarding available positions. School boards must not fill their approved position(s) prior to the June 5th closing date. In addition to the OPS Careers website postings, school boards may also advertise their approved positions.

With your help, we hope to have another successful summer.

Sincerely,
Stephen Simard
Acting Regional Manager