**Letter of Support**

**Skills Advance Ontario – 2019-2020**

Dear Ministry of Training Colleges and Universities Staff,

Please accept this letter as our support of Landscape Ontario (LO) who is planning on designing and delivering a landscape and horticulture training program targeted at new workers and current low- medium skilled workers that will help to support the demand in our business, and who will be ready to begin/return to work in the spring and/ or early fall of 2020.

Our business operates in the [insert the primary industry sectors/ services the firm has the most in-demand job opportunities), operating in [insert geographic Chapter(s)/ areas of operation], and we currently employ [insert number of people employed – include all FT/PT/Seasonal].

 In 2020, we anticipate that we will be hiring /re-hiring approximately [insert number] staff, including [insert number] of entry level staff in the Spring and [insert number] again in August/September.

We are very supportive of LO’s workforce development and education initiatives including their existing professional development programs and the apprentice group sponsor program.

As a supporter and partner of this new and current worker training program, our firm will commit to and partner with LO as follows: (Please check all that apply)

* Advise on the development of the curriculum and program in my Chapter(s)
* Assist in the development of criteria and selection of training candidates/participants
* Provide work placement for training participants
* Participate as a guest speaker / experiential training instructor in the program
* Hire successful #: \_\_\_\_\_graduates based on our firm’s hiring needs
* Commit to sponsoring right fit employee(s) in the Horticultural Technician 441C Apprenticeship program
* Participate in a regional Employer of Choice program to improve employee retention outcomes
* Register some of my current staff to participate in a supervisor / crew leader (On-the-Job) training program
* Other contribution(s) (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We look forward to working with LO to deliver this program in various regions across the province and to develop our future workforce and support career opportunities for local people.

Sincerely

Signature

[Contact name and position]

[Company name & Address if not included in the letterhead]

[E-mail Address

Tel #: