

Memorandum

To: Employment Ontario Service Providers

From: Jacqueline Cureton, Director, Program Delivery Support Branch

Date: August 25, 2017

Subject: Youth Job Connect and Youth Job Connection: Summer Monitoring

I am pleased to inform you of the Youth Job Connection (YJC) and Youth Job Connection: Summer (YJCS) upcoming 2017-2018 site monitoring plan.

YJC service providers will be contacted by their Employment and Training Consultants (ETCs) to arrange a site visit. After this, they will receive a notification email from their ETC confirming the date of the Ministry site visit and details on what to expect during the visit.

Service providers are required to complete the YJC and YJCS Site Compliance Questionnaire and return it to the ministry prior to the site visit. In an effort to streamline monitoring, the ministry has created one questionnaire that applies to both programs.

More detailed instructions will be provided in the notification email. The Questionnaire is now available on the [Employment Ontario Partners' Gateway](#).

If your organization has any questions, please contact your ETC.