

MEET YOUR MP FOR A YCC: TOOLKIT

WHAT'S THE PLAN?

The [campaign for a Youth Climate Corps](#) is growing momentum by the day.

After months of campaigning, young activists have succeeded in getting attention from communities, [media](#) and politicians. In December 2023, MP Laurel Collins brought a [motion in support](#) of a Youth Climate Corps to the House of Commons.

But that's just the beginning. To keep the pressure on, we want MPs from across parties to add their name to a [letter in support of a Youth Climate Corps](#) to Prime Minister Justin Trudeau, Deputy Prime Minister Chrystia Freeland and the Minister of Environment and Climate Change Steven Guilbeault.

We don't just want names on a letter though. We want MPs to recognize the growing demand for a YCC among their constituents who will hold them to account for their decisions and actions.

Collectively, we can impress on our elected officials that bold action that takes the climate emergency seriously and guarantees Good Green Jobs for All is the only way forward – if they want to hold their seats.

We plan to send this letter on May 22, so we need to act quickly to secure a meeting in time for this.

This toolkit will walk you through every step of the process of meeting with your MP. Whether this is your first MP meeting or fifteenth, it should include something to help you secure their signature and inform them about this growing campaign.

And don't worry – we're with you every step of the way. If you have any questions or need help, please email Bushra (bushra@climateemergencyunit.ca) or Juan (juan@climateemergencyunit.ca) or reach out on the [YCC Slack channel](#).

Step 1: Identify your local MP

You can find out who your MP is by visiting the official [Parliament of Canada website](#) or the [Elections Canada website](#). Enter your postal code or select your electoral district to learn your MP's name, party affiliation and contact information.

If the [Parliament of Canada website](#) doesn't have their email address or phone number, you can find it by searching for "[MP name] constituency office."

Step 2: Schedule your meeting

You will need to contact the office of your MP to set a meeting with them.

1. **Email your meeting request.** Include a brief introduction, the reason for the meeting, your availability and contact information. (You can use the template email in the appendix below to help).
2. **Follow up with a phone call if you don't hear back** in a day or two
3. **Follow up** – Send an email and call again as necessary.
4. **Set the meeting** – Once you receive a response from your MP's office, it will likely contain the proposed date, time, and location for the meeting. Confirm your availability, or propose an alternate time if needed.
5. **Confirm two days before the meeting** – give the MP's office a call to confirm the meeting and let them know how many people are attending. This courtesy will help them plan and establish a positive relationship with constituency staff, which can be very helpful when planning future meetings.

You can request to meet in-person or over Zoom depending on your comfort levels. A 30-minute meeting is fairly standard.

Step 3: Assemble your group

We strongly recommend attending your meeting with at least one other person. Your meeting will have more impact if you come with another person or, even better, a group of constituents. Invite your friends, family, and neighbours to join you. Just make sure they all live in the same riding.

You can assign roles to members of your groups to keep things focused. Roles can include:

- **Facilitator** – someone who will lead the conversation and ask questions.
- **Note-taker** – an important role. It can be easy to forget the details.
- **Pinner** – someone who can help return to questions until you get a clear answer or commitment and re-asking questions if the MP ignores them.
- **Storyteller** – everyone can share their personal story in the introduction.
- **Time keeper** – to politely nudge the facilitator as time goes on.

To make sure the meeting goes smoothly, we suggest doing a rehearsal with your group, so everyone can get comfortable with their roles.

Step 4: Research and prepare

Do your research on your MP's background, party affiliation and the issues they prioritize. Familiarize yourself with their positions, voting record and any recent activities – particularly around climate justice. This knowledge will help you tailor your message during the meeting.

Next, prepare a concise list of the items you wish to discuss with your MP and the actions you want them to take (to sign the [letter](#)). Prioritize the most important points, ensuring that you can cover them within the allocated meeting time.

We have prepared an agenda to help you have a meaningful meeting with your MLA. Please feel free to copy-paste it into a new document and edit it to make it more comfortable for you and your group members. Use your research to fill it out.

Agenda for a 30-minute meeting

Lay out the agenda (2 minutes)	Thank you for the meeting. We would like to introduce ourselves and ask a few questions, and give you lots of time to speak. We will be sure to keep to time. We are here because we know that our democracy relies on a partnership between us, your constituents, and you, our representative.
Introductions (3 minutes)	<u>Each person:</u> Name, affiliations (what groups are you connected to through work or personal life).

<p>And questions (3 minutes)</p>	<p>Explain what about the climate crisis is most painful or urgent for you right now. Ask the MP to answer as well. Point out commitments and actions they have made for the climate and environment in the past to show that you notice this work and are asking for more.</p>
<p>Raise the stakes (15 minutes for presenting, making asks, hearing, pinning)</p>	<p>[Present the Youth Climate Corps campaign]</p> <p>We are in a climate crisis. Youth across the country fear for the future and want to be part of a collective effort to confront the crisis. But they are waiting for an invitation from their government to meet this generational challenge.</p> <p>That’s why we are so enthusiastic about a motion that MP Laurel Collins brought to the House of Commons in December 2023 in support of a Youth Climate Corps.</p> <p>Through this large-scale national program, young people under 35 could serve their country and community through a climate corps, acquiring vital new skills and putting them on a path to good, well-paying unionized jobs that would secure not only their own individual futures but the future of our country and planet.</p> <p>On March 18, we took part in a national town hall in support of a Youth Climate Corps that featured Laurel Collins and Blake Desjarlais from the NDP, Elizabeth May from the Greens and Adam van Koeverden, Parliamentary Secretary to Minister of Environment and Climate Change, from the Liberal Party.</p>
<p>Ask</p>	<p>Will you join them and MPs from across parties to voice their support for MP Laurel Collins’ motion to establish a Youth Climate Corps in a letter that will be sent to Prime Minister Justin Trudeau, Deputy Prime Minister Chrystia Freeland and the Minister of Environment and Climate Change Steven Guilbeault?</p> <p>We are hoping you will take the time to review this and add your name before we send it on May 22. You can reach out to Laurel Collins’ office to add your name – instructions are at the top of the letter.</p>

	<p>Will you commit to adding your name to the call for a Youth Climate Corps in this meeting?</p> <p>Will you commit to following up with us?</p> <p>Right now, would you be willing to share your thoughts about some of this?</p>
Ask 2	<p>We would also like to meet again to discuss in greater detail.</p> <p>Will you commit to meeting with us a month from now, around the <u>__[insert date]__</u>?</p>
Thank you and invitations	<p>Thank you so much</p> <p>Would you like to be kept informed about the campaign for a Youth Climate Corps?</p>

Step 5: Prepare your materials

You will want to [download the letter](#), print it and bring it to the meeting. You can let your MP know that they can add their name to the signatory list by emailing the office of Laurel Collins. Instructions and contact information can be found at the top of the letter.

You can also send a link to the letter in your follow up email.

Step 5: Have the meeting (and get a photo)

We recommend meeting up at least 15 minutes before the meeting to go over roles and that you feel prepared.

Remember, it is normal to feel nervous. Here are a few things to keep in mind:

- **You're there as a concerned constituent**, not a climate expert or professional lobbyist. The most important thing is to be yourself and speak from the heart.

- **This is the beginning of a long-term relationship**, and it's through these relationships that we hold representatives accountable.
- **Your Member of Parliament's job is to represent *you*** and your fellow constituents.
- **Remember to take a photo of your group and the MP!**

After the meeting, take some time to talk about how it went. How does everyone feel? How do you think the meeting went? How did the MP respond? Did you achieve your goals? Is there anything you would do differently next time?

Step 6: Report back

Have your note taker type up their notes while the conversation is still fresh in their minds and send them to us – bushra@climateemergencyunit.ca and/or juan@climateemergencyunit.ca.

This information is very helpful, and by sharing it promptly we can take what you've learned and feed it into our strategy.

Step 7: Follow up

Thank the Constituency Assistant by email and make sure you get that second meeting on the calendar. Share the [link to the letter](#) with instructions to reach out to MP Laurel Collins to add their signature to it.

Again, a follow up phone call may be needed if you don't hear back within a day or two.

Stay tuned for what will hopefully be a follow up email from the MP. Let us know how they respond.

Appendix: Templates for MP meeting booking

Email template

Subject line: Meeting request to discuss Youth Climate Corps

Hello MP [name],

Our names are [names], we are constituents in [riding/s]. We are reaching out to request a meeting with you to discuss your support for a Youth Climate Corps and MP Laurel Collins' [Motion M-105](#). Having reached its maximum of 20 seconders, MP Collins has created a letter that is receiving support across party lines and we would love to add your name to the growing list of supportive MPs. Please let us know when you would be available to meet to discuss the letter and our community's need for a Youth Climate Corps.

Sincerely,
[your names]

—

Bonjour député(e) [nom],

Nos noms sont [noms], nous sommes des constituants dans [circonscription]. On vous écrit pour demander un rendez-vous pour discuter votre appui pour la création d'une Brigade de la jeunesse du climat et pour la proposition [M-105](#) de la députée Laurel Collins. Ayant reçu son maximum de 20 députés appuyeurs, la députée Collins a créé une lettre qui bénéficie d'un soutien bipartite et on aimerait ajouter votre nom. S'il vous plaît, laissez-nous savoir quand vous pourrez nous rencontrer pour parler sur la lettre et le besoin de notre communauté pour un programme comme la Brigade jeunesse du climat.

Sincèrement,
[vos noms]

Phone script

Hello. My name is (your name) and I am a resident of (riding name). I sent an email a day or two ago requesting a meeting and wanted to follow up with you to arrange a date and time.

Could you help me get a meeting scheduled?

Leave a message if there is no answer - these will be processed and forwarded to the appropriate staff member. Be sure to leave your phone number and email address in the message!

–

Bonjour. Je m'appelle (noms) et je suis résident de (circonscription). Je vous ai envoyé un courriel ça fait quelques jours à propos d'une rencontre et je voudrais arranger du temps pour nous rencontrer.

Pourriez-vous m'aider à planifier notre rencontre?

Laisse un message s'il n'y a pas de réponse - il sera traité et envoyé au membre du staff approprié. Assure-toi de laisser ton numéro de téléphone et un courriel dans le message.