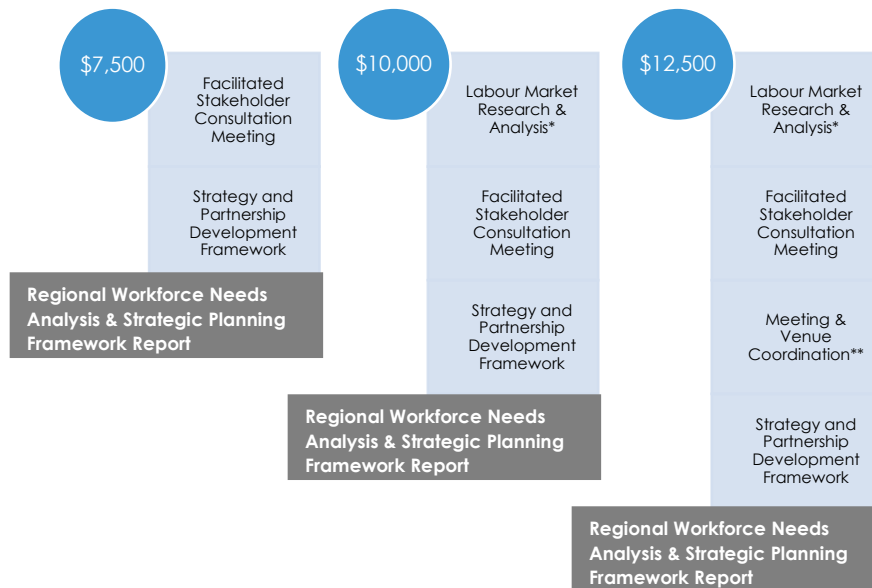


Tourism & Hospitality Regional Sector Partnership Planning Consulting Services



Consulting Packages:



**Pricing includes light refreshments and working lunch for up to 30 people.

Note: The above pricing is exclusive of any travel costs for OTEC consultants and HST.

Scope of Services:

*Labour Market Research & Analysis

1. OTEC will conduct primary and secondary research to “take the pulse” of the current labour market issues facing local employers in your region.
2. OTEC will develop two surveys, one targeting employment service providers/education/workforce planning boards, and one targeting employers.
3. OTEC will distribute, coordinate and monitor survey responses from regional stakeholders. It is recommended that engagement in the survey work be supported by the regional lead to maximize uptake.
4. OTEC will analyze survey responses and integrate into Labour Market Analysis Summary Report.
5. This labour market research and analysis will take place at least six weeks prior to the facilitated stakeholder consultation meeting.

Stakeholder Consultation, Strategy and Partnership Development

1. OTEC will facilitate one full day, in-person, stakeholder consultation meeting to validate research findings, facilitate a review of existing resources, best practices and gaps; identify short, medium and long-term opportunities to address identified priorities; validate workforce development stakeholder ecosystem; confirm funding models and identify potential partners' roles in a sector-based strategy.
2. OTEC will analyze findings from stakeholder consultations and develop a set of strategic priorities/recommendations, incorporating promising practices from the region that will address the identified gaps between demand and supply side stakeholder groups.
3. OTEC in partnership with the regional lead will develop a Strategic Priority summary report based on stakeholder consultations and develop a partnership agreement with identified formal partners.

To find out more about the above consulting services, please do not hesitate to contact OTEC directly by email or phone (416.622.1975). Adam Morrison – amorrison@otec.org, ext. 236 or Kim Marshall – kmarshall@otec.org, ext. 226