



REFORM to TRANSFORM

Letter Writing Guide

Share these Resources with your friends, family, schools, and more!

Read our Needs: <https://www.climateeducationreformbc.ca/our-needs>

Sign our Open Letter: <https://www.climateeducationreformbc.ca/open-letter>

Find our other toolkits here: <https://www.climateeducationreformbc.ca/projects>

Why write emails?

Sending letters or emails to government officials is one of the most effective ways to have our voices heard. The more emails we send out to those who have the power to create change, the more we can show how much our communities want climate education, and the more likely we will see the change we want to see!

Include your own unique concerns, and your specific hopes for education reform - be sure to include personal stories, for they are one of the most powerful ways to shape someone's opinion.

What to include?

1. Introduce yourself: are you a student? A parent?
 - a. Briefly explain why you are writing
2. Give context: What are you writing about? What is the problem you see?
3. Call to action: What do you want the Ministry of Education to do?
4. Why? This is where you can really include a strong personal story!
5. Restate your call to action

This is just a suggested outline - it's flexible. Make this email your own. Feel free to use our Open Letter and Needs as reference material.

See example letters at the bottom.

Who should you send it to?

You can write emails directly to the Minister of Education to ask for change, or to your local MLA (Member of the Legislative Assembly) to ask them to write a letter of support for the campaign, which can be a very powerful tool coming from a politician.

You can find the name and contact of your MLA here:

<https://www.leg.bc.ca/learn-about-us/members>

Other contacts:

- Jennifer Whiteside, Minister of Education - EDUC.Minister@gov.bc.ca
- Scott Macdonald, Deputy Minister of Education - DM.ENV@gov.bc.ca
- George Heyman, Minister of Environment and Climate Change Strategy - ENV.minister@gov.bc.ca
- John Horgan, Premier - premier@gov.bc.ca
- Amanda Broad, Climate Action Secretariat Senior Policy Analyst & Climate Risk Management - Amanda.Broad@gov.bc.ca
- Nick Poeschek, Director, Curriculum and Classroom Assessment, Ministry of Education - Nick.Poeschek@gov.bc.ca
- Devon McDonald, Curriculum Coordinator, Education Programs Division, Ministry of Education - Devon.Mcdonald@gov.bc.ca

General tips:

- Be specific about the issue you are addressing
- Ask for something specific
- Be specific to the person you are writing to!
 - Point to things they've said or done in the past
- Be friendly and show your appreciation
- Make it personal: focus on WHY this matters to you - tell your story
- Keep it short!!

Example letter #1:

Dear Honourable Jennifer Whiteside,

My name is (name), and I am a high school student from Vancouver BC. I am writing to express how concerned I am about the lack of proper climate education in K-12 schools. So few of the students around me seem to understand that climate change is an emergency, which makes me extremely worried about my future and all the people around the world who are already suffering from its impacts.

I hope that you will take the time to read and consider the Open Letter and 6 Needs released in Climate Education Reform BC's Reform to Transform campaign. It would be

reassuring to know the Ministry of Education recognizes the urgency of the situation and is willing to take the necessary measures to ensure students are accurately informed and equipped to deal with climate change, and mitigate its impacts.

I appreciate the continued commitment the Ministry of Education has shown to the wellbeing and growth of students. I look forward to hearing your response to the Reform Transform campaign and seeing your leadership on this issue.

Sincerely,
(name)

Example letter #2:

Dear (MLA),

As a concerned member of your constituency, I am writing to you in response to the recently launched Reform to Transform campaign to express my full support, and my hopes that you will offer your support by advocating for the campaign's 6 Needs in a letter of support.

Too many Canadians lack basic climate literacy, which hinders present and future efforts to fight climate change with bold, necessary policies. This campaign is an opportunity to create real change and enforce the proper education required to effectively and appropriately tackle the climate emergency.

This is why I am asking you to step up and call on John Horgan and the Minister of Education to take immediate steps to implement the 6 Needs - for the sake of our childrens' and grandchildrens' futures.

Your support will be critical, and will demonstrate a clear commitment to the wellbeing of your constituents. The sooner we achieve bold education reform, the better equipped we will be to mitigate the threat of the climate crisis.

Sincerely,
(name)

Additional Resources:

- [Sample Letter to a Member of Parliament \(call to action: fund the Canadian Mental Health Commission\)](#)
- [Guidelines for writing to your MLA + examples \(BC Wildlife Federation\)](#)