



Employment and Social Development Canada

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Hiring Seasonal Agricultural Workers

The Seasonal Agricultural Worker Program (SAWP) allows employers to hire temporary foreign workers (TFW) when Canadian citizens and permanent residents are not available.

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Recruitment and Advertisement

Employers are required to conduct recruitment efforts to hire Canadian citizens and permanent residents, before offering a job to TFWs.

Recruitment

Recruitment is the process of finding and selecting qualified employees. All employers are encouraged to conduct ongoing recruitment efforts, including advertising the job or contacting the [underrepresented groups](#) that face barriers to employment.

Employers do not need to use the services of a third-party representative in order to hire a TFW; however if they choose to do so, they must pay for all the fees associated with this service. Employers cannot deduct or recover these fees from the wage of the worker.

In addition, under the SAWP, the recruitment of TFWs is the responsibility of the government of the participating countries. As a result, employers cannot use the services of a private recruiter to select workers.

Centre d'emploi agricole - Quebec only

Employers in Quebec can choose to use the services of the Centre d'emploi agricole (CEA) of the Union des producteurs agricoles (UPA) in their region. However, employers using these services must inform the CEA-UPA of their labour needs for the agricultural season at least 12 weeks prior to the expected date of arrival, of the TFW.

Note:

Employers that choose not to use the CEA-UPA services will need to follow all of the outlined Advertisement requirements.

For further information visit the [ministère de l'Immigration et des Communautés culturelles \(MICC\)](#).

Advertisement

A job posting is an announcement of a vacancy in a public medium such as newspapers, job posting Internet site, bulletin boards, etc. It provides a broad exposure of the vacancy to Canadian citizens and permanent residents in Canada who would be potential candidates for the position.

To meet the minimum advertising requirements, employers must advertise on the national [Job Bank](#) or its provincial/territorial counterpart in [British Columbia](#), [Newfoundland and Labrador](#), the [Northwest Territories](#), [Quebec](#) or [Saskatchewan](#). The advertisement must be posted:

- for a minimum of 14 calendar days starting from the first day the ad appears and is accessible to the general public;

- during the 3 month period prior to the employer applying for a labour market opinion (LMO);

Employers must also conduct recruitment activities consistent with the normal practice for the occupation for a minimum of 14 calendar days. To meet this requirement, employers must choose one or more of the following methods to advertise:

- on recognized Internet employment sites such as Monster, Workopolis;
- in local and regional newspapers, newsletters;
- in ethnic newspapers and Internet sites;
- in local stores, places of worship, community resource centres; or
- in local and regional employment centres.

The advertisement must include the:

- Company operating name;
- Business address;
- Title of position;
- Job duties (for each position, if advertising more than one vacancy);
- Terms of employment;
- Wage (refer to Wages, Working Conditions and Occupations tab to determine the established rate for the specific commodity);
- Benefits package being offered (if applicable);
- Location of work (local area, city or town);
- Contact information: telephone number, cell phone number, email address, fax number, or mailing address; and
- Skills requirements:
 - Education
 - Work experience

Additional Advertisement Efforts

Employers may be required to conduct alternative or additional advertisement efforts such as, increased duration (length of time) or broader advertisement (whether local, regional or national). These additional efforts would be required if Human Resources and Skills Development Canada (HRSDC)/Service Canada determines that it would likely yield qualified Canadian citizens and permanent residents who are available to work in the occupation and region.

Proof of Advertisement

Employers must demonstrate that they meet the advertising requirements by providing proof of advertisement and the results of their efforts to recruit Canadian citizens and permanent residents (e.g. copy of advertisement and information to support where, when and for how long the position was advertised). Records of the employers' efforts should be kept for a minimum of 6 years, as stipulated in provincial/territorial and federal legislation, such as the *Income Tax Act*. HRSDC/Service Canada may request these documents for future assessments.

Note:

Advertisement criteria vary slightly in the province of Quebec. For further information, consult [Hiring Temporary Foreign Workers in Quebec](#).