How to write a letter to your future Host Family?
(Please note that this is only an example, feel free to make changes and personalize it so it fits your personality)

In the letter, please describe yourself, your hobbies and interests, your reasons for applying to the Au Pair program, and your plans for the future. This letter will give the prospective Host Families a first impression of you, and they may decide to interview you based on what is stated in this letter. This is your opportunity to tell Host Families how great you are!

- Address the host family as: "Dear Host Family!"

- In the first paragraph it is advisory to state the following:
  - Your first and last name
  - Your age
  - Where you live and what it looks like in your neighborhood
  - Describe the members of your family briefly
  - Tell them about your current job or studies and why you like it

- In the next paragraph you can explain why you would like to work as an Au Pair. Here are a couple of examples that you might find familiar
  - You like children
  - You would like to improve your language skills
  - You would like to learn more about the culture
  - You would like to experience a new country and a new lifestyle
  - You would like to meet new people
  - You would like to work with children in the future

- In the third paragraph you can tell the family about yourself, who you are as a person
  - Your personal hobbies and interests
  - What subjects you took in school and what was your favorite subject
  - Explain in your letter your working experience that is relevant for your work as an Au Pair
  - You experience with household related duties
  - What are you future plans (study or work)

- In the fourth paragraph explain your experience with children
  - Babysitting, age of the children in your care, your duties
  - Have you organized meals for the children?
  - Have you been taking care of a younger sibling or children in your family?
  - Have you worked with teaching, tutoring or coaching?

- In the last paragraph you can promote yourself and tell the family why they should choose you:
  - Describe what can you contribute with to the family
  - Is there anything you could teach the children?
  - Are you good at cooking? Do you love to play games?

- End your letter with your full name and “Best regards” or Kind regards” and what feels nice for you to end with as a person.

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Example Host family letter

Dear Host Family!

My name is Mathilda, and I’m 22 years old girl. I was brought up in Stockholm, the capital city of Sweden, together with my two younger siblings – Peter and Sarah. Our parents are called Jörgen and Maria and they are working as language teachers. They are both supporting my decision to go as an au pair. I live in a picturesque town called Kalmar, situated at the Swedish east coast. I am studying at the University to become a preschool teacher, and I really like my studies!

Even though the education includes several practical trainings I would still like to fulfil my dream of becoming an au pair. I have always been very fond of children and the children seem to like me too. My main ambition is to discover more about the Zelanian culture and lifestyle as well as to improve my level of English. As a teenager I went on a language course to Malta where I lived with a host family for three weeks. This was a great opportunity to get to know another family with new habits and also to meet many new friends.

The last couple of years I’ve been working extra at the post office. My main duty is to empty the mail boxes, which has given me much driving experience. Last summer I worked in the home care service where I took care of elderly people. In my spare time I sometimes borrow a car to be able to see some of the nice surroundings of Kalmar. This region also has the advantage that I can practise my favourite sport activities which are wind surfing and kayaking. Also, me and my friends often meet in cafés or we make dinner at home. I live in a student dorm, where each student takes the responsibility for their own cooking, cleaning and laundry. I’m also used to do these things from my parents’ home.

In the upper secondary school I chose the direction of “The Child and Recreation Programme”, a vocational education where I spent several months in different day-care centres. The children were between 1 and 6 years old. My daily duties were to eat with the children, to change diapers and to make them ready for playing inside or outside. My favourite activities were to sing and to play hide-and-seek. I have also often been babysitting for families in my neighbourhood. Those children were in the ages of 1 to 10 years old, so I can easily relate to different needs of different ages. The children were both boys and girls and often we went to the park or to the swimming pool. I helped them with their dinner, their homework and their bed preparations and since I’m a good story teller I really liked to tell them a good night-story. I have also taken care of my younger siblings and helped them with homework, taking them to school and activities.

I think that my childcare, household and driving experiences will make me a great au pair in England! I really want to experience your daily British life and to learn more about your fascinating culture. I’m mature and I’m used to take responsibility, both for others and myself, and I believe that the living in a dormitory has taught me a lot about flexibility. I can easily adjust to new situations and I’m a good compromiser - qualities that are important when living with a new family in a new environment.

I’m very exited about my experience that will come and I look forward to hear from you!

Best regards,

Mathilda Bergman