

## Understanding & Accessing Oregon Apprenticeships: FAQ 2016

Q: What is registered apprenticeship?

A: Apprenticeship is not just a job, but a career opportunity. Registered apprenticeship is occupational training that combines supervised, paid, on-the-job training with related classroom instruction. This training model supports partnerships between employers, the State of Oregon, and a variety of schools and community colleges in a cost-effective system that can increase worker productivity, safety, and versatility. Registered apprenticeship is accessible to all industries and offers apprentices the opportunity to receive transferable, industry recognized credentials.

Q: What do the following terms mean: **apprentice**, **journey-worker**, **on the job training**, and **JATC**?

A: An **apprentice** is someone who is registered in an apprenticeship program and is learning their trade by working under the supervision of a journeyman. A **journey-worker** is someone who has completed their apprenticeship program or who is a fully skilled practitioner who can work independently in a given trade or occupational skilled crafts person has at least four years of verifiable trade-specific experience; some trades are licensed trades and require the passing of a state license exam before achieving journey-worker status. **On-the-Job-Training (OJT)** is the paid hours of supervised work by a journey-worker. Finally, a **Joint Apprenticeship Training Committee or JATC**, is made up of employers and journey-workers who monitor apprentices and their performance, address apprentice policies and issues, and meet the bylaws of the Oregon State Apprenticeship Training Council.

Q: What are the pathways to apprenticeship, especially for youth 16-24?

A: Historically, apprenticeship has not been integrated into the workforce or education systems. However, it is a vital mechanism to supporting a thriving workforce, education, and economic development ecosystem. Here in Oregon there are several pathways to registered apprenticeship for both in school and out of school youth. These pathways are **pre-apprenticeship**, **youth apprenticeship**, and **CTE/STEM courses** both at the secondary and post-secondary levels.

The goal of **pre-apprenticeship** is to prepare applicants to meet the minimum qualifications for a registered apprenticeship program and to develop basic employability skills. Preparation for apprenticeship programs should provide the experience needed to qualify and succeed in apprenticeship programs. Typically, students get hands-on experience in many of the basic skills required to enter an apprenticeship training program through class instruction. Those who cannot meet the apprentice program's minimum requirements or need more experience with the tools of the trade should contact the state approved pre-apprenticeship programs to find out about opportunities. Some age or income restrictions apply. To learn more go to: [oregonapprenticeship.com](http://oregonapprenticeship.com)

The goal of **youth apprenticeship** is to get an early start on adult apprenticeship and mirrors adult apprenticeship in most respects. Students get first-hand experience in the workplace. Local programs provide training based on industry guidelines, endorsed by business and education. Students are instructed by qualified teachers and skilled worksite mentors. Students are simultaneously enrolled in academic classes to meet high school graduation requirements, in a youth apprenticeship related instruction class, and are employed by a participating employer under the supervision of a skilled mentor. Student's completing a Youth Apprenticeship program may be eligible for credits to be applied towards an adult apprenticeship program.

Currently, there a handful of programs and organizations that provide pre-apprenticeship or youth apprenticeship programs--- Americorps, Constructing Hope, Job Corps, Oregon Tradeswomen, Portland Community College, and Portland Youth Builders.

**CTE/STEM** courses can prepare students to be competitive with other apprenticeship program applicants. Competitive applicants will be able to perform technical tasks, exercise good judgment and possess a strong work ethic. The importance of a well-rounded high school education cannot be over emphasized. A strong background in math and science is important. Good attendance is also a necessity.

***For more information go to [oregonapprenticeship.com](http://oregonapprenticeship.com) today!***

Q: How does a young person become a competitive applicant?

A: DO THE RESEARCH! There is a lot of information out there about programs, requirements, and the benefits of being an apprentice. Engage and empower individuals by supporting them research these opportunities. Just like applying for a job or college, follow the same steps to learn more: call the training center you are interested in, identify and learn more about a particular occupation, and ask questions about how to apply.

Applicants are encouraged to compile a portfolio of all related activities towards an occupation. Work experience is important, however be detailed about what was done: what tools were used, bring photos to document completed projects, relevant documents, measuring and planning skills is what a JATC would look for. In addition, student leadership, summer camps, volunteer experiences, informational interviews, and like activities should be included to highlight initiative and motivation. Here are other requirements to expect:

- Must be 18 years or older to work on job site
- Be drug and alcohol free
- Access to reliable transportation is a MUST
- HS diploma or GED (on track or currently received)
- GPA, Math, Aptitude, & Interview Skills
- Experience (pre-apprenticeship, trade-related courses, trade-related hobbies, career-related volunteer work, work experience)
- Work attitude and ethic

Q: Please describe the application process and how we can support our clients.

A: Much like applying for college or a job, the process of finding and applying to an apprenticeship program requires research, knowledge of what programs you are interested in and why, education and related interests, and the right attitude to pursue a registered apprenticeship program. To learn more about the process go to: [Getting Started](http://oregonapprenticeship.com) on [oregonapprenticeship.com](http://oregonapprenticeship.com)

It is important to note that the registered apprenticeship application process can be very competitive for it is an economy based process. When the economy is doing well, you can expect 13 applications for every 1 registered apprenticeship opening. When the economy slows, you can expect double the applications for every 1 registered apprenticeship opening. These factors that contribute sometimes to a long application process, sometimes up to 3 years, before being accepted into a program.

Q: What should individuals do if there is a wait list?

A. Individuals on a waiting list should look into other programs to get them in the field which provides exposure and experience for the program they want to apply to. Many trades programs require the same or higher aptitude in technical and academic skills and work ethic. Depending on the current labor market, it could be a quick turnaround for the application process but if that is not the case looking at the provided information in this FAQ can guide next steps.

Additional options while on a wait list look into applying for entry level experiences like a material handler at an employer who is a part of a local JATC; take classes at either a community college or at an apprenticeship training program to improve technical aptitude; and apply for other programs that don't have a long wait list.

Q: What support services are available and how do you access them?

A: There are various support services for individuals interested in being an apprentice. Self-sufficiency supports such as food, child care, or cash assistance can be accessed at your local [Department of Human Services office](#). For workforce and education training resources which can include transportation assistance or other referrals contact your local [WorkSource center](#). Scholarships and financial aid may be available to help with tools, tuition and course work, and equipment, which are available on a program by program basis. It will be up to the individual to seek out these support services by contacting the apprenticeship training coordinator.