



NATIONAL WORKFORCE INSTITUTE



APPRENTICESHIPS FOR WORKFORCE PROFESSIONALS

A New Approach to Staff Development



DID YOU KNOW?

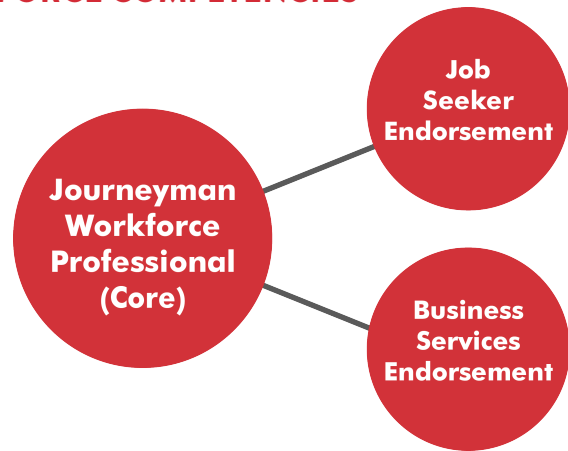
Apprenticeships today are available in more than 1,000 professional occupations including Healthcare, Information Technology, Energy, Transportation, and... Workforce!

Registered apprenticeships improve employers' recruitment and engagement strategies by providing opportunities for employees to gain skills while working. Through a combination of on-the-job training and formal instruction, people are transformed into the high-potential workers every employer dreams of engaging. Apprenticeships are a win-win proposition, because employees receive a nationally-recognized industry certification and a solid career.

HOW DO APPRENTICESHIPS WORK?

Staff have the opportunity to earn a Journeyman Workforce Professional credential in a specialty track by completing a combination of on-the-job training and related instruction over a two-year period of time. They gain knowledge and skills related to research-based workforce competencies while they learn to complete specific job tasks. To meet DOL reporting requirements, the program also includes a learning management system (LMS) that hosts and tracks online courses, local classroom offerings, and task lists which document work performance. Experienced staff can test out of competencies and receive credit for training.

WORKFORCE COMPETENCIES



| LEVEL 1 | LEVEL 2 |
|-------------------------------|-------------------------|
| Computer Literacy | Communication |
| Customer Service | Diversity |
| Managing Self | Interpersonal Relations |
| Workforce Development Systems | Managing the Job |
| Specialty Track | Specialty Track |
| LEVEL 3 | LEVEL 4 |
| Business Writing | Change Management |
| Conflict Resolution | Coaching |
| Decision Making | Presentation Skills |
| Teamwork | Problem Solving |
| Specialty Track | Specialty Track |

CONTACT US

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