

# Where to Find Your Next Great Hire

## Skills Training and Development: A Business Imperative

### What is a Registered Apprenticeship (RAP)?

A Registered Apprenticeship Program is a unique United States Department of Labor (DOL) employer-driven flexible talent development strategy, combining paid on-the-job learning with related technical instruction. Registered Apprenticeship has been utilized to meet the needs of America's skilled workforce for over 75 years. Registered Apprenticeship is a leader in preparing American workers to compete in the economy and an employer workforce solution for recruitment, training, and retention.

"Sponsors," of many types provide apprentices with paid on-the-job learning and technical instruction that reflects industry needs. The goal of such instruction is to give workers skill sets that meet their employers' specific needs. RAPs encourage more employers to join and provide them with access to larger talent pools of people who have been trained for positions ranging from entry level to management. This helps meet workforce and industry needs across the country.

### What types of occupations are apprenticeable?

The DOL has a growing number of occupations for RA programs, information technology, healthcare, transportation, manufacturing, civil service careers, surgical technician, electrician, bricklayer, diesel mechanic, computer programmer, and industrial manufacturing technician. Employers can draw from this pool of occupations or develop their own to start a program. Occupations in almost any industry are apprenticeable.

### Where do I get assistance in starting a Registered Apprenticeship program?

Businesses can turn to the Kentucky Office of Employer and Apprenticeship Services. Kentucky's Apprenticeship and Training Representatives (ATR) to assist in registering a RA program. The ATR provides employers with technical customer support and guidance in filling out forms, developing standards, registering, and setting up required record keeping.

### Apprenticeship Benefits

- Custom-trains employees to meet business needs
- Reduces employer recruitment and training costs
- Builds a pipeline of industry talent
- Increases productivity of workers
- Fosters greater employee loyalty and retention after the program ends
- Reduces worker compensation costs due to emphasis on safety training
- Transfers knowledge of experienced workers to new employees through a strong mentoring program
- Connects employers in diverse industries to build a skilled regional workforce
- Facilitates career planning and development of career pathways in expanding industries
- Increase retention of workers during and following the Apprenticeship.
- Access to financial resources.

### Is there financial assistance available?

The Office of Employer and Apprenticeship Services is a resource for current and potential funding opportunities, tax credits, and other incentives available to businesses to up-skill their workforce and recruit new employees.

### How can my business lighten the load of administrative responsibilities?

In some industries, intermediaries (an employer of record) facilitate the apprenticeship process. Intermediaries assume responsibility for apprentices' wages, insurance and other benefits. They also manage recruitment, enrollment and apprenticeship training. Small- and medium-sized companies find these services particularly helpful in saving time and money while building their talent pipeline.

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# Kentucky Registered Apprenticeship

## How It Works



### Contact

Contact the Office of Employer and Apprenticeship Services (OEAS) to discuss your company's workforce needs.



### Select

Work with OEAS to select an occupation and develop documents to register your program with the U.S. Department of Labor (USDOL). There are growing lists of occupations that can be registered as apprenticeships.



### Register

OEAS will help you register your program with the federal government, sign a standards document, select new or current employees for the program and start training.



### Earn

From the first day, the apprentice will be paid for structured, hands-on job training by a subject matter expert and related classroom instruction from a qualified educational provider. In addition, apprentices will get credit for prior learning and work.



### Complete

Upon completion of the program, the apprentice earns a nationally recognized journey worker certificate of completion. The USDOL recognized credential is valued as a college degree and is often earned debt free by the apprentice.

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