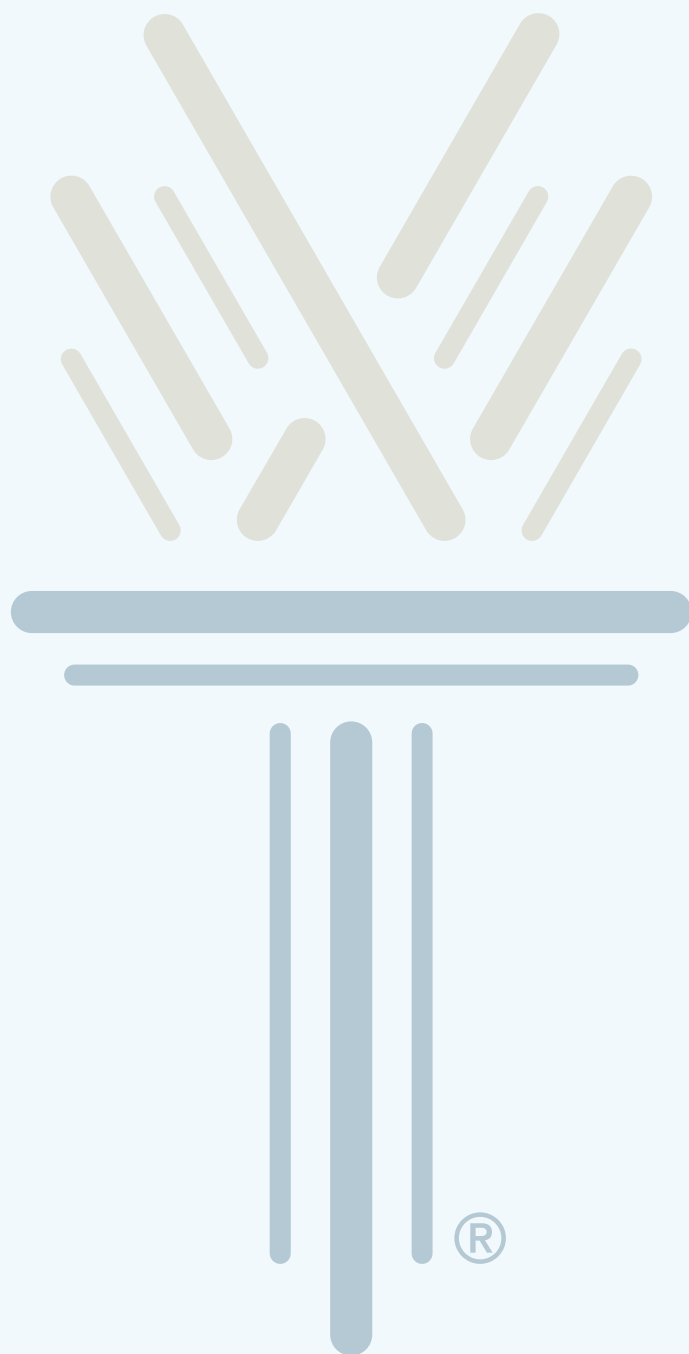




Apprenticeship
and Work-Based Learning



Apprenticeship and Work-Based Learning

Wake Tech Apprenticeship Powered by WakeWorks®

Wake Tech Apprenticeship combines classroom instruction and on-the-job training to build and develop a skilled workforce. Funded by WakeWorks®, a partnership between Wake Tech and Wake County, Wake Tech Apprenticeship addresses our region's shortage of technical workers, giving students a unique opportunity to earn an income while learning new skills.

Employers, in conjunction with Wake Tech Apprenticeship, determine the skills their apprentices need to accomplish and design experiences to validate competencies. Classroom preparation is reinforced through hands-on learning, where apprentices are monitored by an experienced company mentor. The result is a highly skilled candidate well-prepared for the expectations of the workplace.

Statistics show that apprenticeship supports a safer work environment and fosters a company culture that leads to improved employee retention. Data from the U.S. Department of Labor reveals that 91% of individuals completing an apprenticeship program are still with the sponsoring employer nine months later.

Wake Tech apprenticeships are registered with ApprenticeshipNC, the N.C. Department of Labor and the U.S. Department of Labor's Registered Apprenticeship program.

"The outcome has been that we have great employees far earlier than expected, and their well-roundedness makes them more valuable throughout the company."

- Mark Bertoncino, Bühler Aeroglide





A Partnership in Workforce Training

Registered Apprenticeship is a student-focused experience designed to meet the needs of employers by providing structured on-the-job learning and related instruction, while students benefit from a progressive wage scale.

The Employer's Role

- Provide on-the-job curriculum preparation and mentorship opportunities
- Provide a safe and productive work environment
- Provide at least one mentor per apprentice giving guidance, feedback and support
- Evaluate and document apprentice progress
- Establish an apprentice progressive wage scale

Wake Tech's Role

Wake Tech sponsors several Registered Apprenticeship programs. The college provides full administration and operation of the programs including:

- Registering instructional programs with the N.C. Community College System
- Representing companies with ApprenticeshipNC
- Scheduling interviews with apprenticeship candidates
- Registering and screening apprentice qualifications
- Submitting required reports and administering funding to assist apprentices
- Publicly recognizing employer partners

91% of individuals completing an apprenticeship program are still with the sponsoring employer nine months later.



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Gregory Poole

CAT

Guidelines

Apprentice Eligibility

- A high school diploma or equivalent is required.
- Applicants must be eligible to work in the United States, as evidenced by appropriate documentation, including but not limited to a valid work visa, permanent residency card (green card) or U.S. citizenship.
- Proficiently and effectively speak, understand, read and respond to English
- While not mandatory, candidates with prior relevant experience or vocational training may be given preference during the selection process.

Code of Conduct

All apprentices are subject to Wake Tech's code of conduct and employer policies related to attendance, behavior, professionalism and other relevant matters. Any disciplinary actions between the apprentice and employer are handled strictly between those two parties.

Academic Requirements

- Participants falling below the required academic standards will become ineligible. Ineligible candidates may go before a Student Review Board to appeal removal from the program for academic issues but not for employer/employee issues.
- All apprentices must show progress on the job and on the individualized Competency Checklist as measured by the company mentor. The time to obtain agreed upon competencies may vary by position.

Attendance

- Apprentices in non-degree programs are required to attend 80% of their classes and receive a passing overall grade.
- Apprentices in degree or diploma programs are required to attend 90% of their classes and maintain at least a 2.0 GPA.

Program Entry

Some academic and career pathways have associated pre-apprenticeships providing instruction to prepare individuals to become apprentices. Other programs may lead directly to apprenticeship opportunities as part of the academic program. Interested pre-apprentices and students may have the opportunity to interview with participating business partners that have agreed to hire pre-apprentices and students into their apprenticeship program. These pre-apprentices and students must have up-to-date resumes and interview skills. Assistance is provided by Wake Tech Career Services. Apprenticeships are highly competitive, and not all who are interviewed are hired.

Course Curriculum

Training courses vary by occupation and academic pathway. The training curriculum, including topics covered, learning objectives and the methods of instruction (e.g., workshops, on-the-job training, online courses) is provided at the beginning of the program.

Duration and Hours

Each apprenticeship duration is established to align with U.S. Department of Labor recommendations and employers for each registered occupation using the O*NET Online Code System available at onetonline.org. The expected number of hours per week dedicated to training and work-related activities is determined at the beginning of each college term. Registered apprenticeships require a minimum of 2,000 hours of training and 144 hours of classroom instruction, and many lead to permanent employment.

Compensation and Benefits

Each participating business partner determines the progressive wage scale for each candidate in the apprenticeship program. Wake Tech Apprenticeship may provide guidance to establishing a competitive wage scale but does not share the participating partner wage scale with any party other than the selected apprentice. Some apprentices may be eligible for health insurance, educational assistance, and other benefits as determined by the participating business partner.

Evaluation

Program feedback is encouraged and is collected from apprentices and mentors to continually improve the program. Participating business partners use the Competency Checklist for on-the-job learning and may recommend changes to better reflect industry changes.

No Set-Up Cost to Employers

There are no direct costs or fees for setting up an apprenticeship program. Monitoring the program requires a company to maintain records on each apprentice's work experience.





Completion and Certification

Apprentices must complete the necessary related technical instruction and a Competency Checklist. Wake Tech Apprenticeship verifies all information to submit the necessary documentation to complete the apprenticeship term and recommend the award of Journeyworker.

Upon completion of the apprenticeship program, the apprentice receives all related Wake Tech certifications, diploma or degree along with an NCDOL Journeyworker Certificate and a USDOL Certificate of Completion. Both certificates are recognized nationwide indicating the apprentice has achieved Journeyworker status.



Ongoing Support

Many apprentices will complete their related instruction and leave the college prior to completing all apprenticeship requirements. Therefore, the Wake Tech Apprenticeship team provides ongoing monitoring of the Competency Checklist and progressive wage salary until the apprentice has attained the Journeyworker level.

Capacity and Goals

Capacity is typically determined by the number of apprentice job openings at the participating business partners and the number of interested students in the related technical instruction classes. Economic conditions and other factors, such as time of year, company size and company hiring practices, may also play a role in the hiring of student apprentices.

Additionally, scheduling requirements of related technical instruction class sections may impact interested student participation. Related technical instruction is highly technical and often in high demand.

It is the goal of Wake Tech Apprenticeship to provide academic leadership with insight into the specific need for local apprenticeship positions by industry and academic pathway.





How to Apply

Students first complete a Wake Tech Apprenticeship interest form. The Wake Tech Apprenticeship team works with students to complete any eligibility requirements. The final step is to meet with an apprenticeship Career Navigator.

Scholarships

Wake Tech Apprenticeship scholarships cover all eligible tuition costs, fees, books and tools. For degree programs, students are eligible for scholarships once they are hired as an apprentice, and funds are applicable after any financial aid is applied.



Scan here for the Wake Tech Apprenticeship interest form.



Apprenticeship at Wake Tech

Wake Tech Apprenticeship, powered by WakeWorks®, supports both apprenticeship and pre-apprenticeship programs. Each of the following apprenticeship categories has specific requirements and pathways for apprentices to gain both on-the-job experience and related technical education at Wake Tech.



Wake Tech Apprenticeships

Local businesses partner with Wake Tech to establish and develop their Registered Apprenticeship program. Apprentices receive their Related Technical Instruction at Wake Tech.

Independent Apprenticeships

Local businesses establish and develop their own Registered Apprenticeship program and designate Wake Tech as the provider for the apprentice's Related Technical Instruction.

Youth Apprenticeships

Wake Tech partners with NC Triangle Apprenticeship Program to provide Related Technical Instruction for high school students in pre-apprenticeship programs at area businesses. These students must be hired as Registered Apprentices within 120 days of their high school graduation to continue in the program.



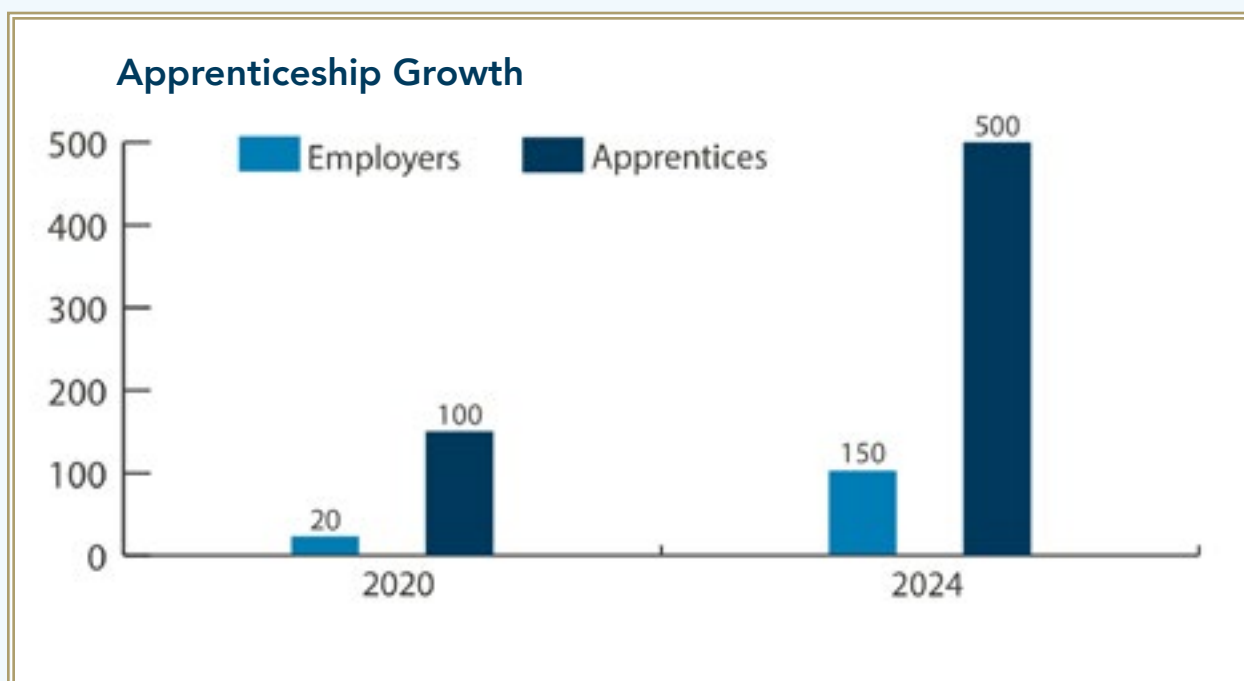
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“Wake Tech Apprenticeship has been the clearest, simplest path toward gainful employment.”

Donald Edney
Former Apprentice



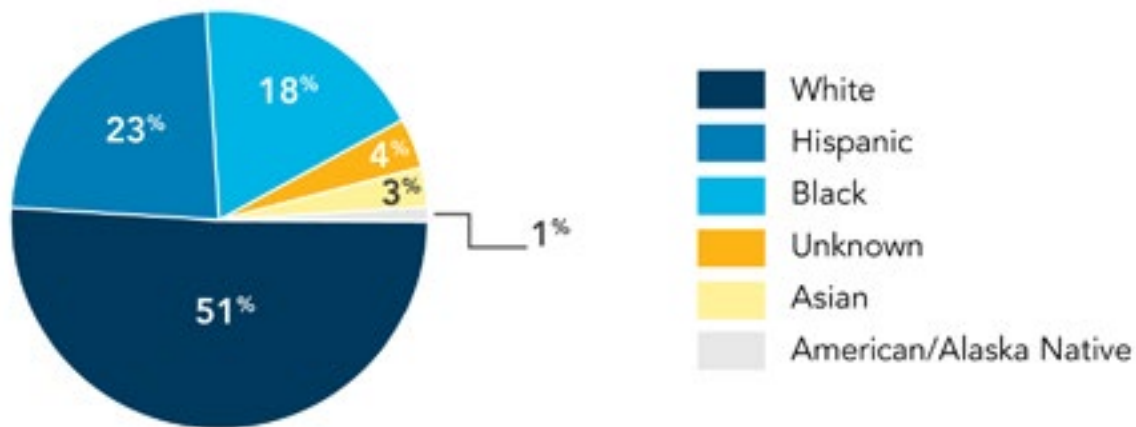
Participation of Pre-Apprentices and Apprentices



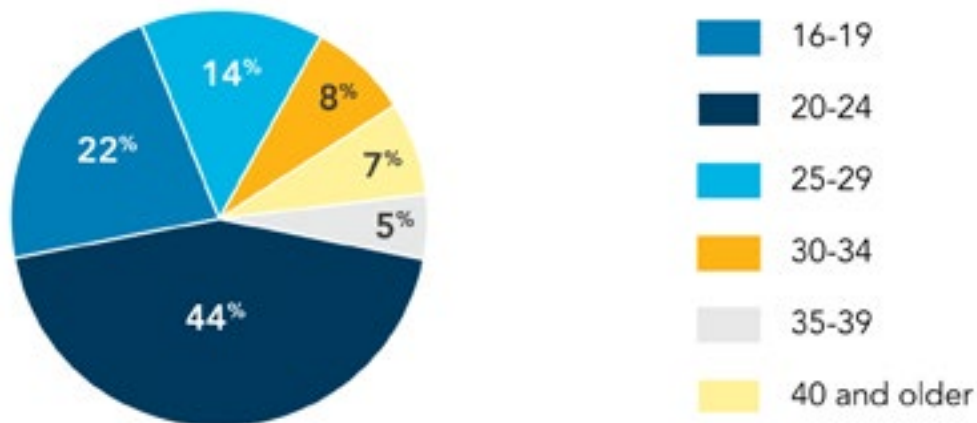


Demographics of Apprentices and Pre-Apprentices

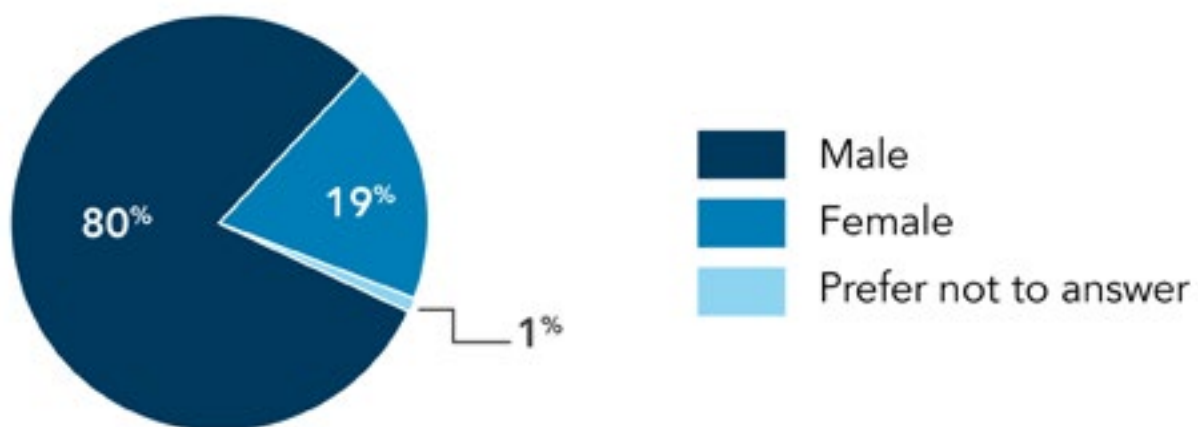
Ethnicity



Age



Gender



Registered Apprenticeship Programs

Skilled Trades/Technologies

- Carpentry (Certificate)
- Drafter, Civil (Degree)
- Electrician (Certificate and Degree)
- Electronic Assembler (Degree)
- Field Tester (Degree)
- Financial Business Partner (Degree)
- HVAC Tech (Certificate and Degree)
- Mechanical Engineering Tech (Degree)
- Plumber (Diploma)
- Project Manager (CMT) (Degree)
- Surveyor Assistant (Degree)
- Surveyor, Chief of Party (Degree)
- Welding (Degree)

Transportation Technologies

- Automotive Service Tech (Degree)
- Collision Repair & Refinishing (Degree)
- Construction Equipment Mechanic
- Diesel Mechanic
- Forklift Maintenance Tech (Degree)

• Early Childhood Education

- Childcare Development Specialist

Biotechnology

- Facilities Maintenance
- Manufacturing Tech

Hospitality

- Cook
- Hotel Management

Health Sciences

- Medical Assistant (Diploma)
- Pharmacy Tech (Diploma)
- Imaging (CT) (Certificate)
- Neurodiagnostic Tech (Degree)

Information Technology

- IT Service Desk Analyst (Certificate)
- IT Specialist (Degree)
- Computer Programmer (Degree)

Registered Pre-Apprenticeship Programs

Skilled Trades

- Building Maintenance Tech
- Carpenter
- Electrician
- HVAC Tech

Transportation

- Auto Tech Specialist

Biotechnology

- BioWork Process Tech

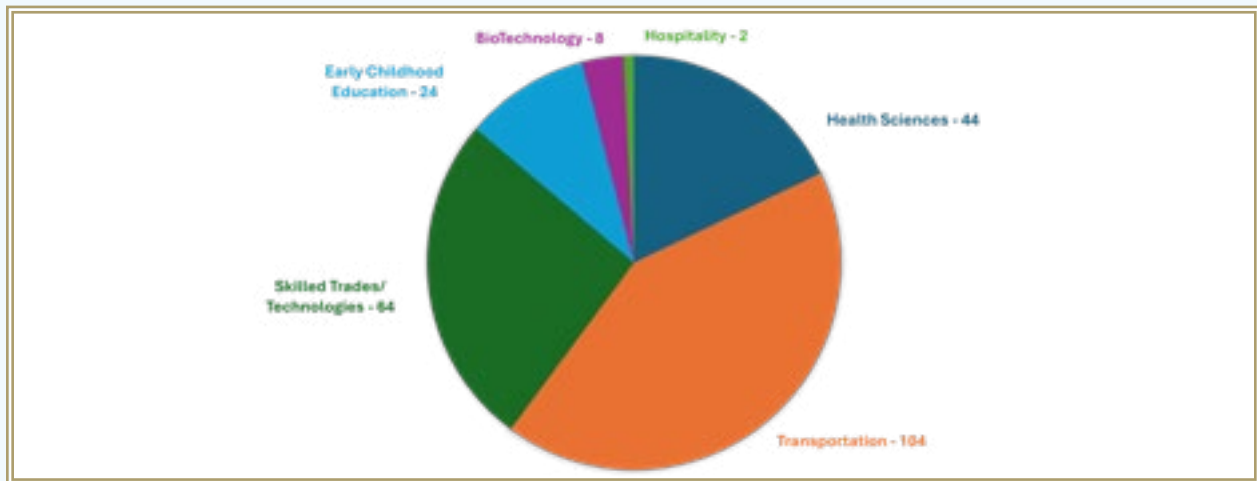
Public Safety/Health Science

- EMT
- Medical Assistant

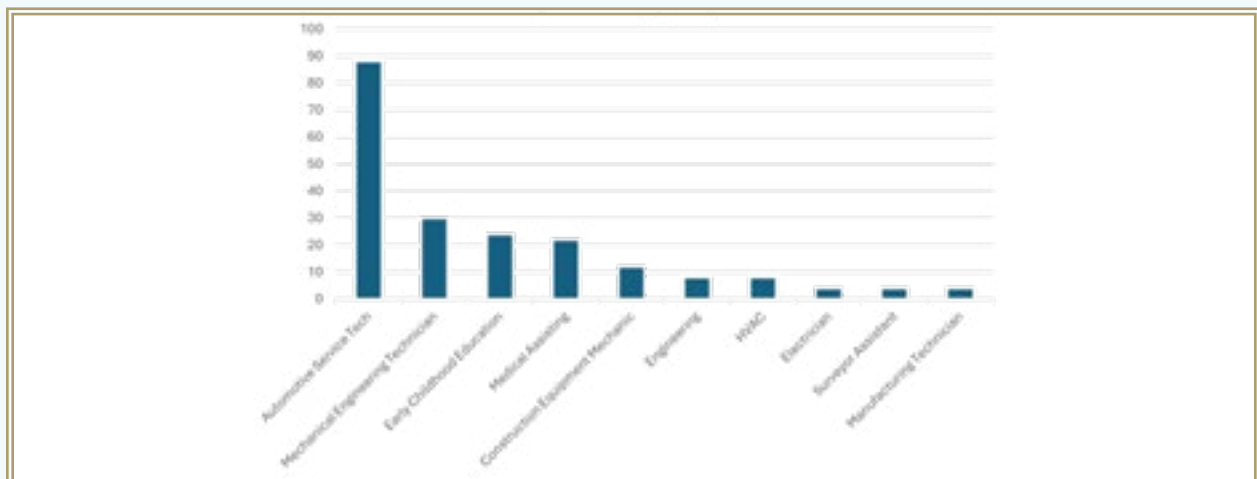


Apprenticeship Programs

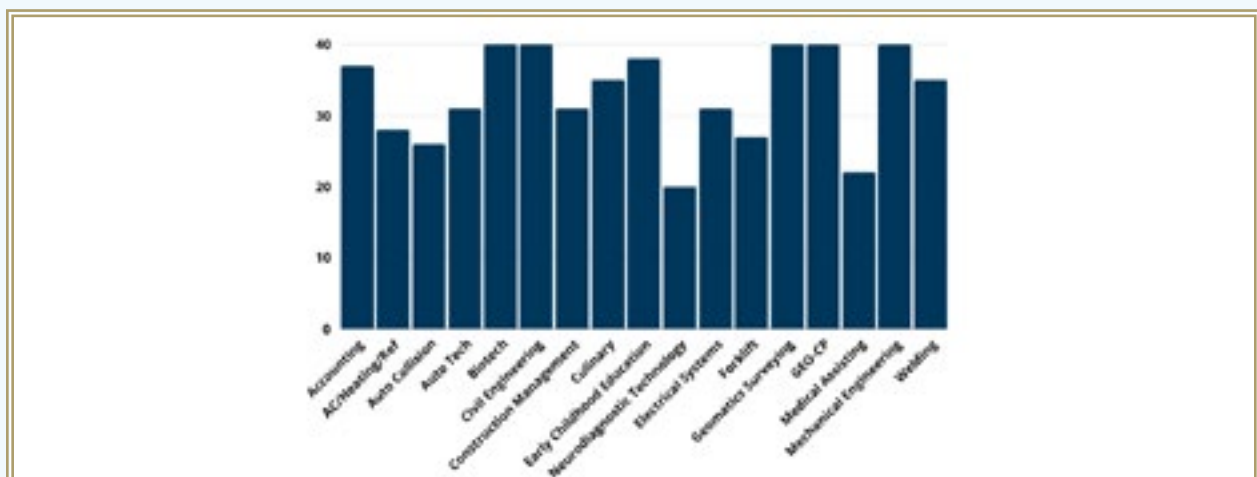
Apprentices and Pre-Apprentices by Sector



Top 10 Programs of Study



Average Hours Worked per Week





Revenue Sources

The Wake Tech Apprenticeship program taps into three main sources of funding:

1. Wake County Support

Wake Tech Apprenticeship receives funding through WakeWorks®, a partnership between Wake Tech and Wake County. This funding, provided annually by the Wake County Board of Commissioners, supports tuition, books, fees, tools, and uniforms.

2. North Carolina Apprenticeship Expansion Funds

North Carolina Apprenticeship Expansion Funds provide opportunities for small businesses located in Tier 1 and 2 counties to build talent pipelines by bringing on new apprentices between the ages of 16 and 25 in high-demand trades or careers while working with 50 of the Great 58 community colleges to provide related classroom instruction. Employers with qualifying apprentices receive up to \$2,000 per apprentice for onboarding and training, plus a 50% salary reimbursement on wages up to \$15 per hour for non-high school students and \$14 per hour for high school students. In addition, colleges receive up to \$2,500 per apprentice for tuition, books, fees and supplies. To date, \$39,000 has been awarded to Wake Tech Apprenticeship employer partners and apprentices.

3. U.S. Department of Labor Apprenticeship Building America (ABA) Grant

The Apprenticeship Building America grant program advances the U.S. Department of Labor's efforts to expand and modernize Registered Apprenticeship by increasing the number of programs and apprentices, diversifying the industries that use Registered Apprenticeship and improving the access to and performance of Registered Apprenticeship Programs for underrepresented and under served communities. To date, \$211,000 has been awarded to Wake Tech Apprenticeship employer partners and apprentices.

USDOL Apprenticeship Ambassador

Wake Tech is proud to be recognized as a
U.S. Department of Labor Apprenticeship Ambassador.

The recognition certifies that the college is committed to
modernizing, diversifying and expanding Registered Apprenticeship
to support the success of American workers, employers and
communities across the country.



THE UNITED STATES DEPARTMENT OF LABOR Office of Apprenticeship

Apprenticeship Ambassador Certificate of Recognition

This is to certify that

Wake Tech Community College

*Has received recognition from the Department of Labor as an Apprenticeship Ambassador
committed to modernizing, diversifying, and expanding Registered Apprenticeship to support the success of
American workers, employers, and communities across the country.*

Date: 10/1/2024

John V. Ladd Administrator
Office of Apprenticeship



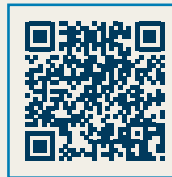
Learn more at
apprenticeship.waketech.edu

Wake Tech Apprenticeship Powered by WakeWorks®

2024 Partnerships

- A Happy Place to Bee
- A Kind Garden
- AAA Auto Repair
- Absolute Chevrolet
- AC Restaurants
- Air Experts Heating and Cooling
- AirMakers
- Ajet Plumbing
- Alexander Services
- AllTech Wiring
- Amgen
- APR Restoration
- Arrow Christian Preschool
- ASTA USA
- AvanceCare
- Barnhill Contracting
- BCSC (Bateman Civil Survey Company)
- Bell Tower Electric
- Beth Meyer Preschool
- Biogen
- Blue Ridge Companies
- Bobby Wilson Electrical
- Bolton & Menk, Inc.
- Bolton Construction
- Buhler Aeroglide Corporation
- Capital Automotive Group
- Carolina Design and Construction
- Carolina Handling
- Champion Wuthrich Electric
- City Club Raleigh
- Code Electric
- Credit Suisse
- Crossroads Automotive Group
- David Pruitt Electrical
- Dawson's Electric
- Distinctive Remodeling
- Dogwood Porch & Deck Company
- Drucker and Falk
- Duke University Health System
- E D Services
- Environmental Specialties
- Erich Brueckmann Electrical Contracting
- ESP Associates
- European Performance
- Evergreen Innovation Group Electrical Systems
- Generator Supercenter
- Gregory Poole Equipment Company
- Guru Academy
- Harris Electrical Contractors
- HCL America
- Hendrick Automotive Group
- Hiester Automotive Group
- Highwoods
- Intrepid Build
- Irregular Time Enrichment Center
- Jiffy Lube (Lucor Inc.)
- Joe Cool HVAC of NC
- Johnson Auto Body
- Johnson Automotive Group
- Johnson Controls
- Justin Vance Electric
- KAD Construction
- Krystal's Quality Care
- Langley Heating and Air
- Little Destiny Child Development Center
- Little People Preschool LLC
- LJ Electrical Company
- Lots of Love & Learning Family Childcare
- Marriott Raleigh City Center
- Maynor Services Company
- McCarter Electrical Company
- Meridian Waste
- Messer Construction
- Methodist Home for Children
- Mitchell Heating and Cooling Inc.
- MLB Construction
- Morris and Associates
- M-Power Electric
- Murphy Motors
- Narsi Properties
- NCSU-Division of Academic & Student Affairs
- NCSU-Facilities
- NCWaterHeaters.com
- Neighborhood Clinic
- Newcomb and Company
- Noesis
- NOVA Engineering
- NV5 Engineering
- Oak City Homes
- Peak Steel

- Pepsi Bottling Ventures
- Precious Promises Academy
- Professional Choice Electrical Staffing
- Raleigh Auto Electrical and Diagnostics
- Raleigh Trades
- Refuge Early Learning Center
- RHD Property Inc
- Rising Stars JrVersity Child Development Center
- Roy Electric
- Samet Corp
- SE&M
- SEI
- Southern Seasons Heating and Air
- Spark Power Electric
- Stier Supply Co.
- Summit Design and Engineering
- SunTech Medical
- Tech Electric
- Temple Beth Or Preschool
- The Cary School
- The Goddard School - Holly Springs
- The Goddard School – Raleigh
- The Learning Experience
- The Little Believers Academy
- The Tennie Group
- Thermo Direct
- Tice Kitchens & Interiors
- Timmons Group
- Tiny Treasure Kids Learning Center
- Touched by an Angel Daycare
- UNC Health
- Underfoot Engineering
- Universal Chevrolet
- Wake Remodeling
- WakeMed
- Wanda's Little Hands Educational Center
- Window Works
- Yes Real Estate and Construction Group



"What our partners are saying"



Work-Based Learning

About

Work-Based Learning (co-op) allows students in degree programs to apply what they have learned in the classroom in a real workplace setting. Students work for an employer in a paid, supervised position directly related to their field of study through experiential education, including cooperative education, internships and practicums.

Students gain insight into their chosen career field, put skills into practice, gain applied work experience, make connections with professionals in the field and affirm their career interests. Work-Based Learning helps students develop critical employability competencies, including communication, interpersonal skills, teamwork, problem-solving, information processing and more.

Opportunities are typically part-time, from 10 to 30 hours per week depending on credit hours to be earned, while a student attends school and earns academic credit.

Note: Internships do not allow students to earn curriculum credit.

Employer Benefits

- Reduce recruiting/training costs
- Skilled labor pool
- Accessibility/availability
- Make a positive impact on workforce development
- No fees or long-term obligation
- Attract new talent
- Expand organization's workforce to complete short-term projects
- Bring awareness to organization
- Give back to the community by mentoring
- Establish long-term employees



"Work-Based Learning was a great and fun experience for me. It helped me decide that hospitality is what I want to do with my life."

David Coe

Hospitality Management, Class of 2024





Eligibility

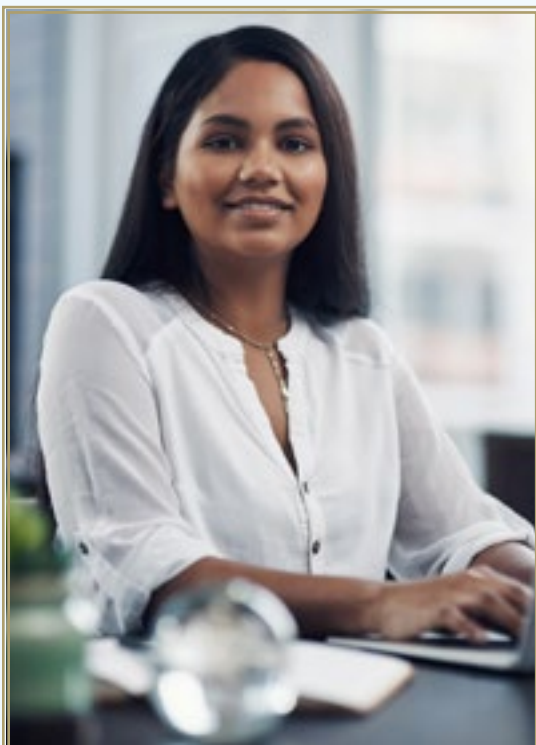
Students interested in Work-Based Learning must complete an application and meet with their faculty advisors to discuss program and department requirements. To be eligible, students must meet the following requirements:

- Be currently enrolled in an approved program of study offering Work-Based Learning
- Have completed 14 credit hours at Wake Tech in the major requirements area of their program of study.
- Have a GPA of 2.0 or higher at the time of application and maintain it while enrolled in the program. GPA requirements may vary by program.
- Meet any additional requirements of the appropriate academic department(s).
- Obtain faculty advisor approval.
- Be in good standing with the college and the Student Code of Conduct
- Have legal authorization to work in the United States. If on a student visa, check to make sure the ability to work and hours are available. U.S. law requires employers to verify the legal work eligibility of all new employees within three days of employment. However, eligibility must be verified for Work-Based Learning by obtaining permission from the International Students Office before the application process is moved to the employer.
- If a Work-Based Learning student has been terminated by a Work-Based Learning employer, the student may not be eligible to participate in another Work-Based Learning course without the approval of the division dean and provost of Career Programs or Health Sciences programs. Such approval is needed regardless of whether the student remains in their current major or switches to a different major.
- Students with disabilities, should consult Disability Support Services when assistance and/or accommodations are needed. International students should meet with the International Students Office to confirm eligibility before applying. Students enrolled only in a University Transfer program are ineligible for the Work-Based Learning program.

Application

Work-Based Learning starts at the beginning of every semester — August, January and May. The earlier a student starts the application process, the more likely they will be to secure the position they want and start working in time to complete the required hours.

- Identify areas of interest that align with your program of study.
- Complete the Work-Based Learning Application by the deadline for the semester in which the experience will begin (July 1 for Fall, November 1 for Spring, April 1 for Summer). *Note: Some departments have earlier application deadlines.*
- Meet with faculty coordinator to clarify goals and expectations and to discuss the optimal semester for participation. Students will learn about documents that must be completed prior to registration.
- Begin the job search. Employment cannot be guaranteed, but helpful resources and guidance are provided.
- Career specialists are available to assist with resumes, cover letters and mock interviews and to provide other guidance.
- Once a student has selected the sites that best align with their areas of interest, they may submit their resume according to the timeline recommended by the faculty coordinator.
- When a placement has been offered and accepted, students should notify their faculty coordinator to ensure the appropriate paperwork is completed.
- Next, the student must register, pay and complete the Course Entry Quiz by the deadline.





Compensation

Most Work-Based Learning students are in paid positions. The exceptions are students who are with nonprofit or government agencies. Many students give up other employment to participate in the Work-Based Learning program, so compensation helps them continue on a pathway to successfully complete their program of study.

Evaluation

During the work experience and at its completion, employers evaluate students on established learning objectives and employability competencies completing a Work-Based Learning Agreement, measurable learning objectives, monthly time sheets and midterm and final evaluations.

Areas of Study

Work-Based Learning is a required course in the following programs:

- Agricultural Systems Technology
- Baking & Pastry Arts
- Construction Equipment Systems Technology (Forklift diploma)
- Culinary Arts
- Diesel & Heavy Equipment Technology
- Health & Fitness Science
- Hospitality Management
- Human Services Technology
- Human Service Technology - Gerontology
- Human Services Technology - Mental Health
- Human Services Technology - Addiction and Recovery Studies
- Human Services Technology - Addiction and Recovery Studies Intervention

Work-Based Learning is an elective in the following programs:

- Accounting
- Air Conditioning, Heating & Refrigeration Technology
- Architectural Systems Technology
- Automotive Systems Technology
- Biotechnology
- Business Administration - General Business Administration
- Business Administration - Marketing
- Business Administration - Project Management
- Business Analytics
- Civil Engineering Technology
- Cloud Infrastructure
- Collision Repair & Refinishing Technology
- Computer Programming & Development
- Construction Equipment Systems Technology
- Construction Management Technology
- Cybersecurity
- Data Science & Programming Support
- Electrical Systems Technology
- Electronics Engineering Technology
- Facility Maintenance Technology
- Geomatics Technology
- Graphic Design
- Interior Design
- IT Service and Support
- Mechanical Engineering Technology
- Mechatronics
- Medical Office Administration Healthcare Administration
- Medical Office Administration - Medical Billing and Coding
- Medical Office Administration Medical Office Professional
- Network Management
- Office Administration Office Professional
- Plumbing
- Simulation & Game Development - Art & Modeling
- Simulation and Game Development - Programming
- Supply Chain Management - Distribution Management
- Supply Chain Management - Global Logistics Technology
- Web/UX Design
- Web Developer
- Welding Technology

“

“I’ll be able to drive by the college for the rest of my life and say I helped build the Advanced Technology Center. And for that, I have tremendous excitement and appreciation.”

Kimberly Lewis

*Construction Management,
Class of 2024*



Wake Tech Graduate Wins State Award

Construction Management graduate Kimberly Lewis was named the North Carolina Work-Based Learning Association's 2024 Outstanding Student of the Year. The award recognizes students who have demonstrated exceptional effort and achievement in their Work-Based Learning experience. Lewis is the first student from Wake Tech to receive this award.

Before Lewis completed her degree in 2024, she participated in a 16-week Work-Based Learning experience with Monteith Construction, serving as a project engineer on a construction job site in Durham.

Sam Pierce of Monteith says Lewis's passion drew the attention and respect of the team in short order.

"Kimberly got hands-on training fast," he said. "She answered questions for subcontractors in the field, talked to building inspectors, clarified details with architects and engineers and she communicated problems and solutions directly with the client. We are honored to work alongside her."

Lewis now works full-time with Monteith as an assistant project superintendent, assigned to the newest building under construction at Wake Tech East. She says she's thankful for Wake Tech, her instructors and Monteith Construction for giving her a chance and helping her succeed in a career that she loves.



2024 Partnerships

- 6 & Fix
- ABS Heating & Cooling Services
- Advance Auto Parts
- Alford Mechanical
- American Comfort Solutions
- Associa Carolinas/Carolina Gardens HOA
- Athletic Lab
- Atlas Motor Co.
- Avendelle Assisted Living
- AWE-Home Repair
- Balfour Beatty Construction
- BE & K Building Group
- Beach Buick GMC
- Black's Tire & Auto Service
- Blue Arrow Telematics Inc.
- Bumble Brews
- Brunswick VA Clinic
- Capital Chevrolet
- Capital Ford
- Capital Ford
- Capital Lincoln
- Capital Lincoln Mazda
- Carolina Cyber Center
- Carolina Cyber Network
- Carolina Cyber Network SOC
- Carolina Handling
- Casey Services HVAC Inc.
- Caterpillar
- Caterpillar, Inc.
- Catholic Parish Outreach Food Pantry
- Chapel Hill Tire
- Chieisi USA
- City of Raleigh
- CMIT Solutions
- CMS Controls
- Create IT Solutions
- Crossroads Automotive Group
- Crossroads Ford
- Crossroads Ford & Lincoln
- Crown Lift Trucks
- Curry Engineering Group
- Dawson Construction Services
- Donley's
- Duke University Medical Center
- Duke University OIT SOC
- Durham Public Schools
- Extreme Networks
- Falls of Neuse Management
- Family Promise of Wake County
- Fred Anderson Kia
- Go Triangle
- Greg Isley CPA, PA
- Gregory Poole Equipment
- H & A Directional Boring, LLC
- Hendrick Acura Southpoint
- Hendrick Cadillac, BMC, Buick
- Hendrick Chevrolet
- Hendrick Chevrolet Southpoint
- Interactive Interiors
- Intercool LLC
- James River Equipment
- John Hiester
- John Hiester Chevrolet
- Johnson Controls
- Johnson Subaru
- JR's Heating & Cooling
- Kraft Family YMCA
- Lacocina
- Lee Motor Co.
- Leith
- Leith Audi
- Leith Nissan
- Leith Toyota
- Leith VinFast
- Lucette Grace
- Meineke Car Care Center
- Michael & Son
- Mitchell Castells
- Modern Mechanical
- Monteith Construction
- Morris & Associates
- NCDOL
- NCDPS
- NCNG-JFHQ
- NetApp
- Norwood Plumbing Inc.
- Office of Personnel Management
- Parisi Speed School
- Peak Steel
- Piedmont Service Group
- Priceless Child Care
- Raleigh Neurology Associates
- Right at Home Senior Care
- Romanoff Electric
- Sea Coast Recovery
- Sir Walter Chevrolet
- Southeast Industrial Equipment
- Southern Sugar Bakery
- Spark Power Corporation
- Sweco Electric
- Sweet Traditions
- Taylor Land Consultants
- The Electriq Company
- The Mustard Seed Project
- The Taste of Brooklyn
- TNT Fitness & Tanning
- Tri South Mechanical
- Triangle Crossfit
- University Ford
- UPS
- Urban Ministries of Wake County
- Verra at Bedford Falls



PROGRAM LEADERSHIP AND STAFF

WAKEWORKS APPRENTICESHIP

John Wojcik | Senior Director

Myra Beckers | Director

Tracy Parker | Apprenticeship Coordinator

Paige Schneider | Operations Coordinator

Sonya Warner | Assistant

Sylvia Beaver | Career Navigator

Monica Faulkner | Career Navigator

WORK-BASED LEARNING

Kathy Frederick | Director

Student Work Experience and Employer/University Advisory Partnerships

Cindy Loftin | Technical Assistant

Student Work Experiences and Employer/University Advisory Partnerships

Glossary of Terms

Apprenticeship: Apprenticeships combine paid on-the-job training with classroom instruction to prepare participants for highly skilled careers. Participants benefit from apprenticeships by receiving a skills-based education that prepares each completing candidate for competitive compensation. The apprenticeship program helps students help employers by recruiting, building and retaining a highly skilled workforce.

The U.S. Department of Labor's role is to safeguard the welfare of apprentices, ensure equality of access to apprenticeship programs, and provide integrated employment and training information to apprenticeship sponsors and the local employment and training community.

Competencies: The specific knowledge, skills and abilities required to perform the job tasks associated with an occupation.

Competency-Based Apprenticeship: A Registered Apprenticeship Program (RAP) in which participants' completion is based on demonstrating mastery of competencies as outlined in the work process schedule of the registered apprenticeship program.

Hybrid Apprenticeship Program: A Registered Apprenticeship Program in which the requirements of completion are based on both competencies and hours. Participants may be required to complete a specific number of hours on some standards and demonstrate mastery of other competencies outlined in the work process schedule.

Independent Registered Apprenticeship Program: For Wake Tech Community College purposes, these are Registered Apprenticeship Programs registered through ApprenticeshipNC, USDOL or an intermediary and uses Wake Tech Community College for the related technical instruction portion of the RAP.

Industry Engagement: Any outreach to a business, industry, chamber and/or labor partner to advance workforce opportunities for individuals.

Industry Recognized Apprenticeship Program (IRAP): An apprenticeship program recognized as such by a Standards Recognition Entity pursuant to the U.S. Department of Labor's IRAP standards, which include progressively advancing skills, paid work and educational components and result in an industry-recognized credential as delivered by entities such as trade groups, corporations, nonprofit organizations, educational institutions, unions and joint labor-management organizations.

On-the-Job Training: A component of a Registered Apprenticeship Program in which the participant is trained to complete specific job tasks related to the occupation and receives compensation.

Pre-Apprenticeship: A program or set of services designed to prepare individuals to enter and succeed in a Registered Apprenticeship Program. A Pre-Apprenticeship Program, by definition, has a documented partnership with at least one Registered Apprenticeship Program. At Wake Tech Community College, the pre-apprenticeships are based around the related technical instruction classes and not necessarily any Work-Based Learning.

Registered Apprenticeship Program: Registered Apprenticeship is an industry-driven, high-quality career pathway where employers can develop and prepare their future workforce and individuals can obtain paid work experience and receive progressive wage increases, classroom instruction and a portable, nationally recognized credential.

Registered Apprenticeship Programs enable and energize more employers to participate and provide them access to larger talent pools that have been trained for entry-level to management positions, thereby meeting industry demands and reducing unemployment rates across the country. Registered Apprenticeships are industry-vetted and approved and validated by the U.S. Department of Labor or a state apprenticeship agency.

Related Technical Instruction or Related Instruction: An organized and systematic form of instruction designed to provide an individual in a pre-apprenticeship program or apprenticeship program with the knowledge of the technical subjects related to the intended occupation of the individual after completion of the program.

Time-Based Apprenticeship Program: A Registered Apprenticeship Program in which participants are awarded credit for time spent performing specific on-the-job training and related technical instruction.

Work-Based Learning: Experiential education, including cooperative education, internships and practicums. Internships do not allow students to earn curriculum credit.

Students in Work-Based Learning programs have the opportunity to apply what they have learned in the classroom with paid, supervised, practical work experiences directly related to their fields of study. They typically work part-time, from 10 to 30 hours per week (depending on credit hours to be earned), while attending school and earning academic credit.

This combination is a meaningful way for students to explore career choices and become better prepared for the job market after graduation.

During the work experience and at its completion, employers evaluate students on the established learning objectives and the following employability competencies:

- **Communication** – The ability to effectively exchange ideas and information with others through oral, written or visual means
- **Interpersonal skills and teamwork** – The ability to work effectively with others, especially to analyze situations, establish priorities and apply resources for solving problems or accomplishing tasks
- **Problem-solving** – The ability to identify problems and potential causes while developing and implementing practical action plans for solutions
- **Information processing** – The ability to acquire, evaluate, organize, manage and interpret information

Work Process Schedule: An outline of the on-the-job training and related technical instruction required for an individual to complete a Registered Apprenticeship Program.

Youth Apprenticeship Program: Any Registered Apprenticeship Program in which the employer specifies in the apprenticeship agreement that individuals age 16 and above may participate.





