

Onboarding Agenda ApprenticeshipIdaho Initiative

Pre-work

- List of existing employers that each organization is **ACTIVELY** working with on workforce development/pipeline initiatives due 2/23/17 to Wendi.
- Read “The Benefits and Costs of Apprenticeship: A Business Perspective”

File #	February 28, 2017		
	8:30-9:00 am	Check-In	
1	9:00-9:30 am	Welcome: • High Level Grant Overview • Introductions	Wendi & Kay
2	9:30 – 11:45 am	Registered Apprenticeship Overview Objective: Common understanding of RA and the process to develop one.	Bill Kober
3	11:45 – 12:00 pm	Reinforce Definitions • Registered vs non-registered • Sponsor – Joint vs. non-Joint • OJL vs. RTI • Apprenticeship standards vs. curriculum • STRAP vs. Pre-Apprenticeship • Internship vs apprenticeships	John & Wendi
	12:00 – 1:00 pm	Meet Regional Teams- Team Building Lunch	
	1:00 – 2:00 pm	Apprentice Pipeline Development Objective: All participants are aware of resources (WIOA, VR, TANF, etc.) that can support an apprentice or the business.	Kay
4 5 6	2:00 – 5:00 pm	Communication, Communication, Communication • Project Flow • Communication Protocol • Training on the CRM • Existing Relationships – who’s on first? Objective: Rules of engagement are understood and embraced by all. Attendees know how to use the CRM.	John & Wendi

File #	March 1, 2017		
	8:30 – 9:00 am	Opening Remarks and Discussion	Ken Edmunds & Dwight Johnson
	9:00-9:15	Resolve Questions from Day 1	John & Wendi
7	9:15 – 12:00 pm	Consultative Sales Approach Objective: Attendees understand and can apply a consultative approach to RA development. Attendees have personalized the value proposition for their use in engaging employers.	Wendi, Susan & John
	12:00 – 1:00 pm	Lunch- Share National Standards and Checklist that can be used	John
	1:00 – 3:30 pm Business Development Track	Outreach to business Objective: Business development team identifies initial opportunities to present RA to businesses, learns from prior experiences how to best approach RA development and collectively identifies best practices for communication.	John & Bill
8	1:00 – 3:30 pm Solution Development Track	Developing the apprenticeship Objective: “Off the shelf” curriculum resources are identified. Solution development team can apply a job task analysis methodology to complex RA opportunities that may include working with industry groups (rather than a single employer).	Wendi & Susan
	3:30 – 3:45 pm	Break	
	3:45 – 4:30 pm	Demystify Apprenticeship Development Objective: Update from national training session	Christi Rood

File #	March 2, 2017		
	8:30 – 9:00 am	Resolve Questions from Day 2	John & Wendi
	9:00-9:30 am	ApprenticeshipUSA introduction	Angelique Pruitt, Idaho Power
	9:30 – 10:30 am	Industry-wide RA development – what’s different Objective: All participants can identify opportunities for industry-wide development of RA and understand modifications to the project flow.	John & Wendi
	10:30 – 12:00 pm	Review marketing collateral – identify gaps Objective: All participants become familiar with existing tools and resources for engaging business and prospective apprentices. Modifications are finalized to project flow, templates, checklists, etc. based on discussions during onboarding	John & Wendi
9	12:00 – 12:30 pm	Reporting and billing process	Kay
	12:30 – 1:00 pm	Wrap-up • Outreach plans due March 15 • Follow-up conference call – April 7, 10:00-11:30 am Mountain	John & Wendi