

Apprenticeship: What Employers Need to know

Apprenticeship in a Nutshell

- on-the-job training
- related instruction
- mentoring
- incremental wage increases

The **Maine Apprenticeship Program** (MAP) is a training program that combines paid, on-the-job training with related college or other post-secondary coursework.

What is an Apprenticeship sponsor and what are its duties?

A sponsor is an employer that is able and willing to train workers in all aspects of an apprenticeable occupation. The three main responsibilities of a sponsor are to (1) provide on the job training, as laid out in the work schedule to the Apprentice under the supervision of skilled workers and (2) pay the Apprentice wages according to the Apprenticeship Agreement and (3) ensure that the Apprentice is successfully completing the related instruction that is required as part of the Maine Apprenticeship Program.

Who can become a sponsor?

Any business, large or small, union or non-union, which employs workers in an apprenticeable occupation is qualified to be a sponsor.

Why should I become a sponsor?

- Apprenticeship is a smart business decision and an investment in the future success of your business
- MAP assists industry in developing and improving Apprenticeship and other training programs designed to provide the skilled workers needed to compete in a global economy

Advantages for Apprenticeship Sponsors:

- Employee skills are tailored to fit your workplace
- Recruitment and retention of a highly qualified workforce
- Employees trained in new techniques can share information with other staff, giving you a competitive edge
- The program provides a pool of highly skilled workers from which future managers can be selected and the training gives workers a path for upward mobility
- Skills of a retiring workforce are preserved through on-the-job mentoring
- Apprenticeship provides local and national recognition for the Apprentices and the sponsoring company
- Structured training of the program promotes quality and teamwork

Who is eligible for an Apprenticeship?

Existing employees or new hires are eligible for Apprenticeship as long as they:

- Have their high school diploma or GED
- Are over the age of 16
- Are committed to furthering their education both in the classroom and on the job

What is the catch? There must be a lot of paperwork and costs to the sponsor.

Apprenticeship is a win-win situation for the sponsor and the Apprentice. There is no “red tape,” once the program is customized to your needs, paperwork is minimal and is done by an Apprenticeship Field Representative based on information from you. The employer pays the Apprentice for work performed and the Apprentice is responsible for the educational costs. MAP may reimburse up to 50% of tuition for college credit courses.

What support is available to my business from the Maine Apprenticeship Program?

Apprenticeship Field Representatives based in the CareerCenters are available on an ongoing basis to provide technical support and information. Should you require additional support, Gene Ellis, the Director of Apprenticeship Standards, would be glad assist you.

To register your business as an Apprenticeship Sponsor:

Contact your local Maine CareerCenter and ask to speak with the Apprenticeship Rep.

or

Contact the Director of Apprenticeship Standards, Gene Ellis at (207) 623-7990 or at gene.a.ellis@maine.gov.