What is Apprenticeship?

Maine State Apprenticeship and Training Council

Maine Bureau of Labor Standards

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What is Apprenticeship?

Apprenticeship — in very simple terms — is a structured, supervised program of training for a trade or craft under the direction of a trained worker, supplemented by appropriate related courses of theoretical instruction.

What is an Apprentice?

An apprentice is an individual who is a full-time employee of a concern, earning wages and doing productive work who also studies courses related to the job.

What is the Maine State Apprenticeship and Training Council?

The Maine State Apprenticeship and Training Council is a policy and regulation making body of eleven members appointed by the Governor for a three year term who may succeed themselves. Four members represent employers, four members represent labor and must be bona fide members of a major labor organization, and three members represent the public who are neither employers or labor.

What does the Council do?

The Council establishes Standards of Apprenticeship in cooperation with employers; Registers or cancels apprenticeship programs and apprentice agreements; Issues Certificates of Completion to apprentices who have successfully completed all aspects of their training; Keeps records of Apprenticeship programs and agreements; Issues rules and regulations to safeguard the welfare of apprentices and employers; Provides consultation to assist in settlement of differences which cannot be settled locally or in accordance with established procedures.

Who Selects and Hires the Apprentice?

The sponsor (employer) by using established prescribed procedures selects and hires the apprentice.

How are Apprentice Wages Determined?

In cooperation between the employer and the Council, the apprentice wages are determined as a percentage of the wages the employer pays the skilled and trained workers employed in the trade or craft.

What is Required for an Employer to Become a Sponsor of an Apprenticeship Program?

The Maine State Apprenticeship and Training Council does not charge either the sponsor or the apprentice for any of its services. The sponsor (employer) is responsible for the wages and any fringe benefits for the apprentice. Where there is an expense for related instruction, either the employer or the apprentice pays the necessary expense.

What is Related Theoretical Instruction?

Related instruction is a series of courses related to the trade or craft. The apprentice must successfully study — usually on their own time — either at one of the VTI’s, company sponsored courses, correspondence courses, or other means approved by the Council.

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What is Required for an Employer to Become a Sponsor of an Apprenticeship Program?

The work place must be safe and healthful; Employees must be covered by Workmen’s Compensation; Adequate tools and facilities and qualified personnel to train the apprentice; The occupation must be apprenticeable which would be one that is recognized throughout the industry; Would require a minimum of one year of employment to learn the job; Would require the study of related courses; Would involve manual, mechanical or technical skills and knowledge customarily learned through a structured program of on the job experience; Would not fall into clerical, sales, service, management or require a degree and would be one not easily learned in a short period of time.

Are There any Costs to the State?

The Department of Educational and Cultural Services, Bureau of Vocational Education picks up some of the expense for providing the related instruction when such instruction is provided through one of the VTI’s. The personnel of the Apprenticeship Division located within the Bureau of Labor Standards, Department of Labor, are full time state employees who carry out the duties and responsibilities assigned to them by the Maine State Apprenticeship and Training Council.
Are There any Subsidies for Either the Sponsor or the Apprentice?

The Maine State Apprenticeship and Training Council does not have any funds to subsidize in any way either the sponsor or the apprentice.

How Does a Person Become an Apprentice?

A person may become an apprentice by applying for employment with employers engaged in the trade or craft the person is interested in. Apprenticeship openings are limited to the needs of the employers. Some employers hire apprentices once a year every year while other employers only hire apprentices every other year or every four years as business dictates the need for additional employees; Not all employers have registered apprenticeship programs; The Maine State Apprenticeship and Training Council is not always aware of openings for apprenticeship; The Maine State Apprenticeship and Training Council is ready to assist any employer who desires to establish and implement an apprenticeship training program.

What are the Qualifications Required to be Employed as an Apprentice?

Employers establish the qualifications required of anyone who applies for employment as apprentices in their establishment, trade or craft. Some common requirements are:

- 18 years of age
- Physically able to do the work
- Has a high school diploma or a G.E.D.
- Has at least one year of algebra

What Benefits are There for a Sponsor?

Apprenticeship tends to decrease employee turnover; Provides assessment of existing skills; Develops a more informed employee; Requires a commitment by the employee; Develops an employee that fits the company; Insures meeting the training standards of the industry; Attracts better applicants; Reduces training costs; Assures compliance with state labor laws; Develops a more competent employee who is capable of advancing within the company.

What Benefits are There for the State?

A more highly skilled work force; A broadened tax base; A more stable work force to assist employers to expand their businesses; Employers are able to produce more at more competitive costs; Encourage younger people to seek employment and to remain in the state; Encourage new industries to locate in the state; Participation in a nationally recognized training program.

A partial list of apprenticeable occupations:

- Aircraft Assembler
- Automobile Body Replacer
- Automobile Mechanic
- Boatbuilder (Wood)
- Boilermaker
- Bricklayer
- Cabinetmaker
- Carpenter
- Chef
- Compositor
- Construction Equipment Mechanic
- Cook
- Cylinder Press Operator
- Electrician
- Electric Motor Repairer
- Machinist
- Millwright
- Painter
- Papermaker
- Pipefitter
- Plumber
- Police Officer
- Printer
- Sheet Metal Worker
- Shipfitter
- Shiptwright
- Stationery Engineer
- Tool Maker
- Typesetter Perforator Operator
- Welder

What is Apprenticeship?

An outline of what an Apprenticeship Program is, and an explanation of the interrelationship between an employer, an Apprentice and the State Apprenticeship Council

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