



Illinois
Department of Commerce
& Economic Opportunity

Department of Commerce & Economic Opportunity (DCEO)

Illinois Works Jobs Program

Meeting Starts In: 5:00



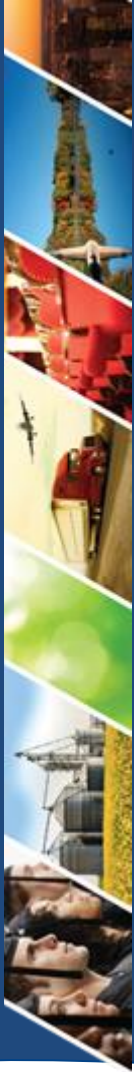
Illinois
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Illinois Works Provider Network

Illinois Works Pre-Apprenticeship Program Accreditation and Instructor Certification

Norman Ruano, Deputy Director of Illinois Works







Course Description



Illinois Works was created as a result of Governor Pritzker's historic **\$45 billion capital plan** and his commitment to expanding equity in the Illinois' construction workforce. This exciting new initiative creates opportunities for Illinois businesses, communities, and families. As a result, substantial funding has been made available for the **Illinois Works Job Program Act** and its three key programs.

This webinar was designed to provide Illinois Works Pre-Apprenticeship Program grantees with guidance and share best practices regarding ILW curriculum expectations, approved curricula, program accreditation, and instructor certifications.



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Course Objectives

By the end of this training, learners will be able to:

- Describe the role of Governor Pritzker's historic \$45 billion capital plan in the creation of Illinois Works.
- Explain the role of the Illinois General Assembly regarding the Illinois Works Jobs Program Act.
- Describe the features of the ILW Pre-apprenticeship program.
- Identify in scope and out of scope activities for the pre-apprenticeship curriculum.
- Comply with program accreditation requirements, instructor credentialing, and ILW guidance for required instruction.
- Incorporate employability skills.
- Incorporate additional certifications and content considerations as appropriate.
- Leverage coaching support.



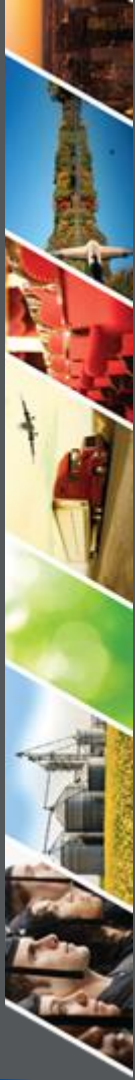


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This Session is Being Recorded





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Section 2: Welcome and Introduction

By the end of this section, you will be able to:

- Use the Webex features and functions to fully participate in the training.
- Identify what you hope to learn from this training.







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Comments, feedback, or questions?

Email us at:

CEO.IllinoisWorks@Illinois.Gov



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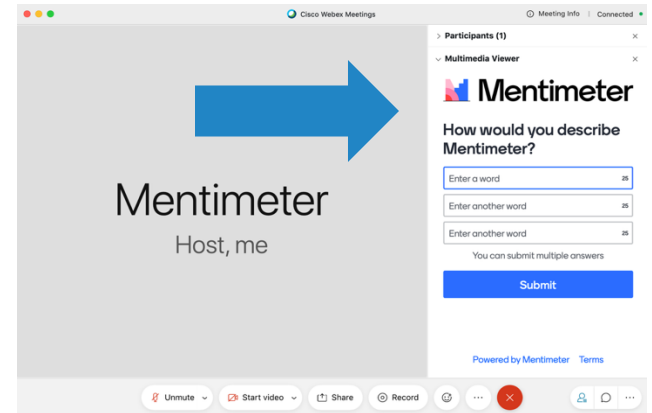
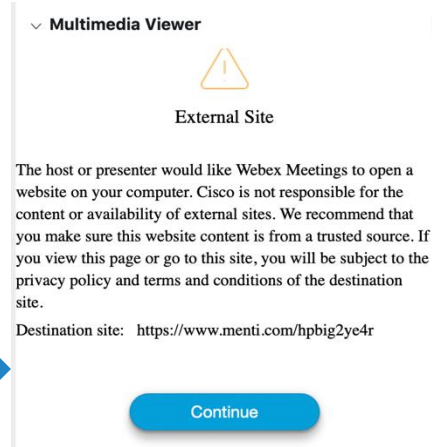
Mentimeter

▶ On the right-hand of your Webex screen click the blue **Continue** button.

▶ Once you click the button the Mentimeter app will show in the Multimedia viewer.



 **ILLINOIS WORKS**
Pre-Apprenticeship Program





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- Your Name
- Organization/Agency
- Role

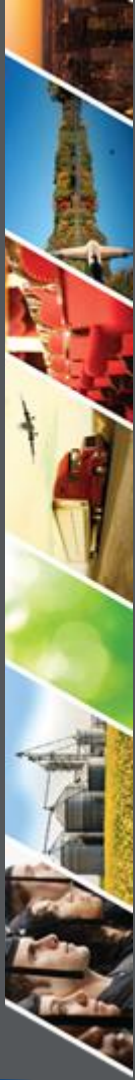
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Icebreaker:

“Is there anything specifically you are hoping to get from this session today?”





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Section 3: Organizational Structure of Illinois Works

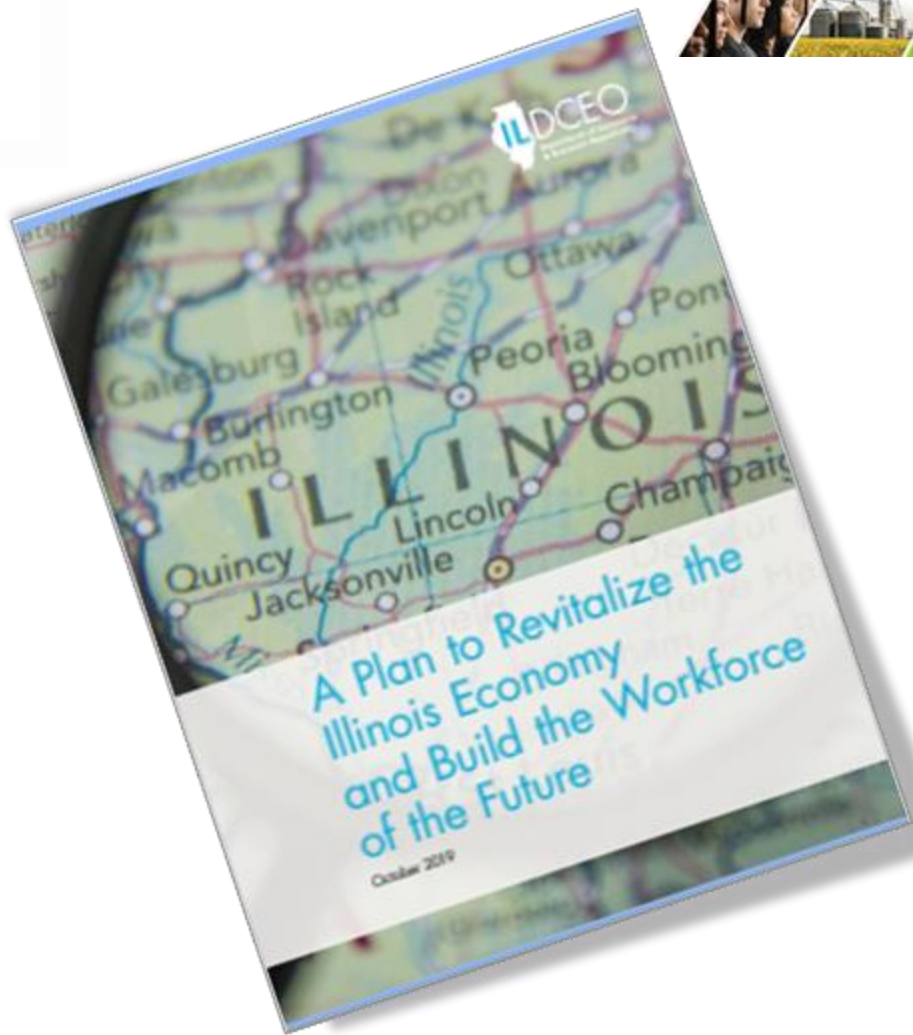


By the end of this section, you will be able to:

- Articulate Governor Pritzker's historic \$45 billion capital plan's role in the creation of Illinois Works.
- Explain the role of the Illinois Works Jobs Program Act.
- List the three Illinois Works Key Programs.
- Describe the primary characteristics of the Illinois Works Pre-Apprenticeship Program.
- Identify the Illinois Works goals.
- Access the 2025 ILW Grantee Manual.
- Identify members of the Illinois Works Pre-Apprenticeship team.



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Illinois Works Jobs Program Act



The Illinois Works Jobs Program Act is a statewide initiative to ensure that all Illinois residents have access to state capital projects and careers in the construction industry and the building trades.

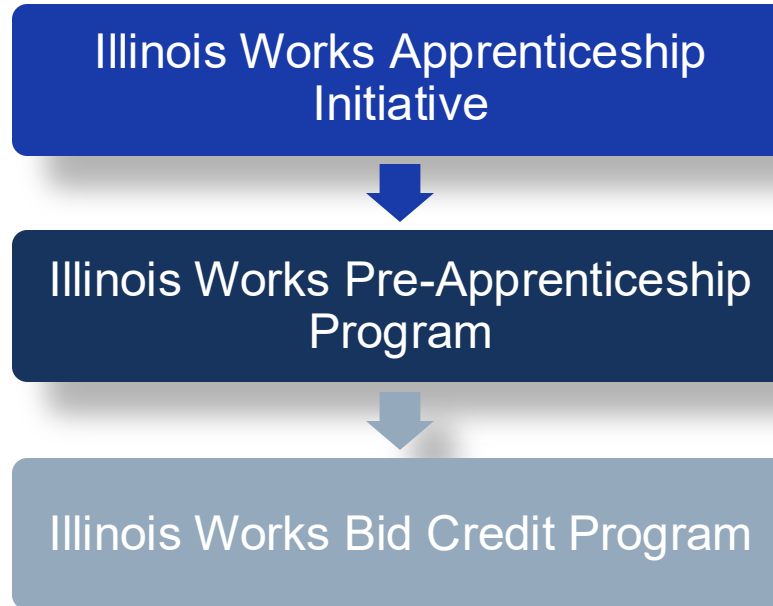
The goal is to provide contracting and employment opportunities to historically underrepresented populations in the construction industry.

If you would like to access the Illinois Works Jobs Program Act, a link to the Act is being shared with you in the chat.






3 Key Programs





Illinois Works Pre-Apprenticeship Program Summary

In summary, the program provides:

- 
- **Pre-apprenticeship skills training** through a network of community-based organizations (including Community Colleges).
 - **Preference is given to underrepresented populations** that have historically encountered barriers to entry or advancement in the trades, including minorities, women, and veterans.
 - **Free Tuition and a stipend** to participants who attend the program.
 - **\$25M appropriated** Illinois Works Funds for the grant program (we expect to receive this funding for years to come making this program the first financially sustainable pre-apprenticeship program in the state).



Illinois Works Program Goals:

- Provide a career pathway for residents in disadvantaged communities.
- Provide eligible apprentices with the skills for lifelong job security.
- Promote construction as a viable job industry for women and minority communities.
- Provide the construction industry with a consistent and skilled workforce for generations to come.
- Create new partnerships between state agencies and community organizations.



Question:

“As a Grantee, how does your organization uniquely support the goals of ILW?”





2025 Grantee Manual



Illinois
Department of Commerce
& Economic Opportunity



ILLINOIS WORKS

Department of Commerce & Economic Opportunity (DCEO)

2025 Grantee Manual

Illinois Works
Pre-Apprenticeship Program

January 2025



ILLINOIS WORKS
Pre-Apprenticeship Program



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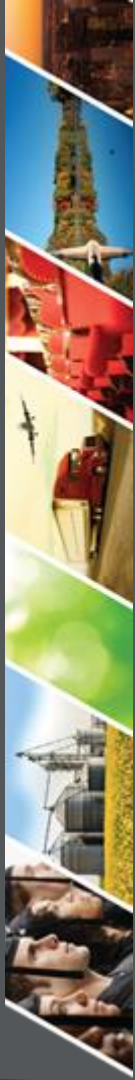
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ILW Pre-Apprenticeship Team

- Dr. Norman Ruano, Deputy Director of Illinois Works
- Ms. LaMonica Pruitt, Grant Manager
- Ms. Sharhianna Fulce, Grant Manager
- Mr. Dan Martinez, Financial Grant Manager
- Ms. Heather Harrison, Financial Grant Manager
- Dr. Jeff Doolittle, ID and Professional Coach
- Dr. Carleta L. Alston, ID and Professional Coach
- Ms. Olivia Meisenback, ID and Professional Coach
- Dr. Gia Suggs, Professional Development Lead, ID, and Professional Coach





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Section 4: ILW Curriculum



By the end of this section, you will be able to:

- Reference the Training, Instruction, and Certification section of the 2025 Grantee Manual.
- Locate Training on the Pre-Apprentice LifeCycle.
- Identify in scope and out of scope activities for the pre-apprenticeship curriculum.
- Describe the ILW curriculum approval process.
- Differentiate between program accreditation and instructor certification.
- Reference an instructor profile.



Training, Instruction and Certifications



Department of Commerce & Economic Opportunity (DCEO)

2025 Grantee Manual

Illinois Works Pre-Apprenticeship Program

January 2025



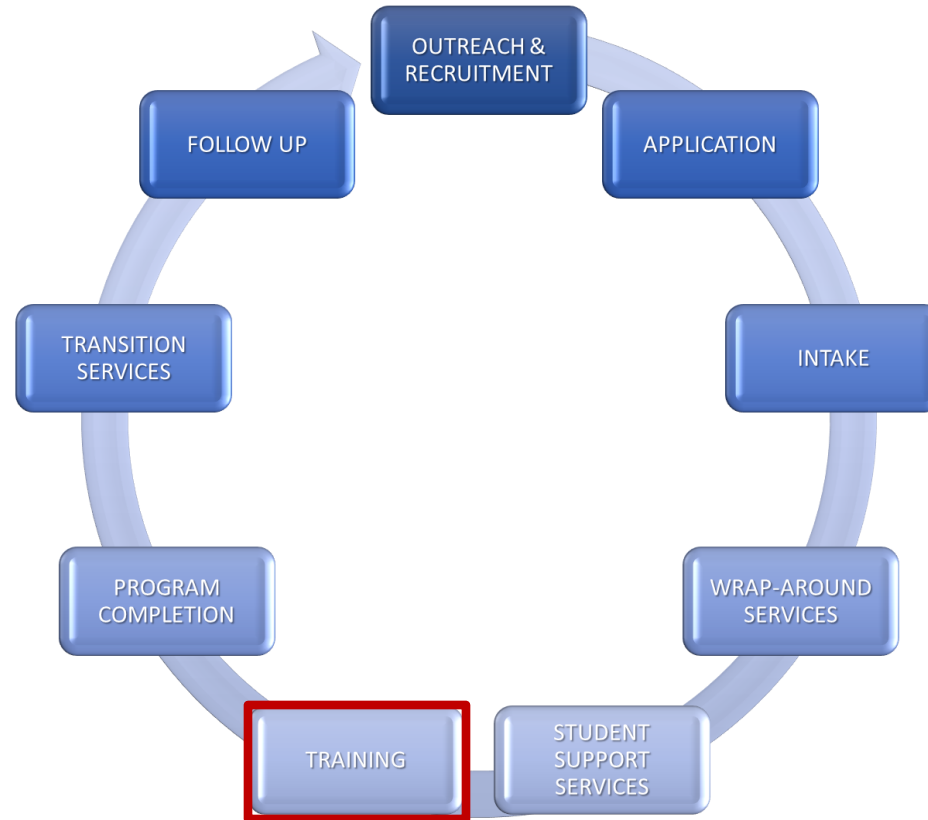
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Pre-Apprentice Participant LifeCycle





Staying In Scope



- Minimum of **183** hours
- Should not exceed **300** hours





Required Instruction



- Illinois Works Program Orientation
- Introduction to construction and the trades
- Supplemental shop math instruction
- Illinois Works Pre-apprenticeship Certifications
- Other nationally recognized certifications
- Soft skills based on Illinois Essential Employability Skills Framework
- Harassment Prevention
- Diversity and Inclusion in Construction
- Test Taking Skills
- Work-based/Job site Learning





Out of Scope



- Wrap-around services
- Student support services
- Transition services
- Follow-up activities





Curriculum Approval





Curriculum Criteria



Curriculum criteria includes:

- Must be industry recognized.
- Must produce nationally recognized credentials.
- Must abide by ILW approved curriculum design standards.





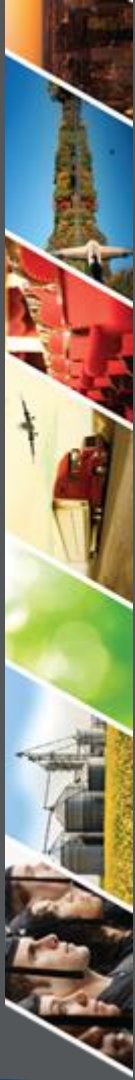
Program Accreditation Versus Instructor Certification





Instructor Profile





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Illinois Works Jobs Program

Meeting Starts In: 5:00



Section 5: Illinois Works Technology



By the end of this section, you will be able to:

- Identify the ILW approved construction curricula.
- Access program accreditation and instructor certification information.
- Comply with ILW guidance regarding curriculum implementation and instruction.
- Access ILW coaching support.



Construction Curricula



ILW Approved

TradesFutures
(formerly NABTU)

NCCER

ICCB

Question:

“Which construction curriculum is your organization using/planning to use?”





TradesFutures (formerly NABTU)



ILW Approved

TradesFutures
(formerly NABTU)

NCCER

ICCB



TradesFutures Overview



- Program Accreditation
- Instructor Certification





TradesFutures - ILW Guidance

- Must be delivered as originally designed (although TradesFuture may grant permission for modification, this will NOT be accepted by ILW).
- The most current version/edition of the curriculum must be delivered.
- Although this curriculum includes Soft/Employability Skills, grantees are still accountable for delivering a minimum of 32 Employability Skills trainings hours.
- If only 32 hours, Harassment Prevention & Diversity and Inclusion in Construction can not be included.
- Must comply with TradesFuture's testing and evaluation requirements.
- Must ALSO comply with ILWs testing requirements. If ILWs requirements exceed TradesFuture's build-in tools, grantees are expected to create tools (i.e., posttest) to supplement what is already built-in.
- Must have access to online testing and evaluations resources.



Question:

“Please share about your TradesFutures Program Accreditation process.”





National Center for Construction Education and Research (NCCER)



ILW Approved

TradesFutures
(formerly NABTU)

NCCER

ICCB



NCCER Overview





NCCER Program Accreditation

THE PATH TO ACCREDITATION

We are happy to hear that you are interested in joining NCCER's network of craft training and assessment programs! To help move you through the accreditation process, we have created a step-by-step path explaining everything you need to know about becoming accredited. Simply follow the path below to get started!



INTERESTED IN OFFERING NCCER PROGRAMS?



START THE CONVERSATION

Our Workforce Development (WFD) team is happy to walk you through the process and share best practices that can help you determine how to build your program.

In addition to these frameworks, please reference NCCER's Accreditation Guidelines for more detailed information on how to become accredited.

REQUIRED TRAINING

1. If applying to become an AFS, attend Master Trainer, Sponsor Registration, Registry System and Testing System required training.
2. If applying to become an AAC, attend Master Trainer, Primary Administrator, Registry System and Assessment Platform required training.
3. Approval - you are now in Candidate status!



APPLICATION SUBMISSION

1. Decide which type of accreditation suits your organization's needs. Based on eligibility, you can apply for one or both types of accreditation.
 - One to offer NCCER training (Accredited Training Sponsor - AFS).
 - Another to offer journey-level assessments (Accredited Assessment Center - AAC).
2. Complete the application for accreditation(s) with your WFD manager.
3. The NCCER WFD team will work with you to collect the supporting documents required for accreditation.
4. NCCER reviews the application.
5. Upon approval, pay the Accreditation application fee.
6. The NCCER WFD team will work with you to register and pay for any required training courses.



CANDIDATE STATUS

1. Train and certify personnel who are overseeing the program.
2. Begin your program! Start training/testing using the NCCER Testing System or delivering assessments via the NCCER Assessment Platform.
 - If you are an AFS Candidate, you may now register training units (TUs).
 - If you are an AAC Candidate, you may now register Authorized Assessment Sites (AAS).
 - If interested, the AAC Candidate may now pursue a Case or Rigging Enforcement.
3. NCCER schedules initial Accreditation audit.



INITIAL AUDIT

1. NCCER performs your program(s) audit.
2. If needed, address non-conformance issues.
3. Audit closed.

YOU ARE ACCREDITED!



CONGRATULATIONS, YOU NOW ARE AN
NCCER ACCREDITED TRAINING SPONSOR
OR ACCREDITED ASSESSMENT CENTER.





Instructor Certification





NCCER - ILW Guidance



- Must be delivered as originally designed (ILW will NOT accept any modifications).
- The most current version/edition of the curriculum must be delivered (6th Edition).
- Must provide a minimum of 32 hours of Employability Skills above NCCER's current curriculum.
- If only 32 hours, Harassment Prevention & Diversity and Inclusion in Construction can not be included.
- NCCER has Spanish language instructional materials available however, ILW requires instructional content to be delivered in English.
- Must comply with NCCER's testing and evaluation requirements.
- Must ALSO comply with ILW's testing requirements. If ILW's requirements exceed NCCER's build-in tools, grantees are expected to create tools (i.e., posttest) to supplement what is already built-in.
- Must have access to online testing and evaluations resources.



Question:

“Please share about your NCCER Program Accreditation process.”





Illinois Community College Board (ICCB)



ILW Approved

TradesFutures
(formerly NABTU)

NCCER

ICCB



ICCB



The screenshot shows the official website of the Illinois Community College Board (ICCB). The header features the ICCB logo and the text "Illinois Community College Board". Below the header is a navigation menu with links: Home, About ICCB, College Information, Data & Reports, Divisions, Grants, News & Media, COVID-19 Resources, and Search. The main content area is titled "Home - About ICCB" and includes a photograph of the Illinois State Capitol building. The text describes the establishment of the ICCB in 1965 and its mission to provide education and workforce development. A footnote at the bottom states: "*The Board of Trustees of the City Colleges of Chicago is appointed by the Mayor of Chicago."

ICCB Illinois Community College Board

Home About ICCB College Information Data & Reports Divisions Grants News & Media COVID-19 Resources Search

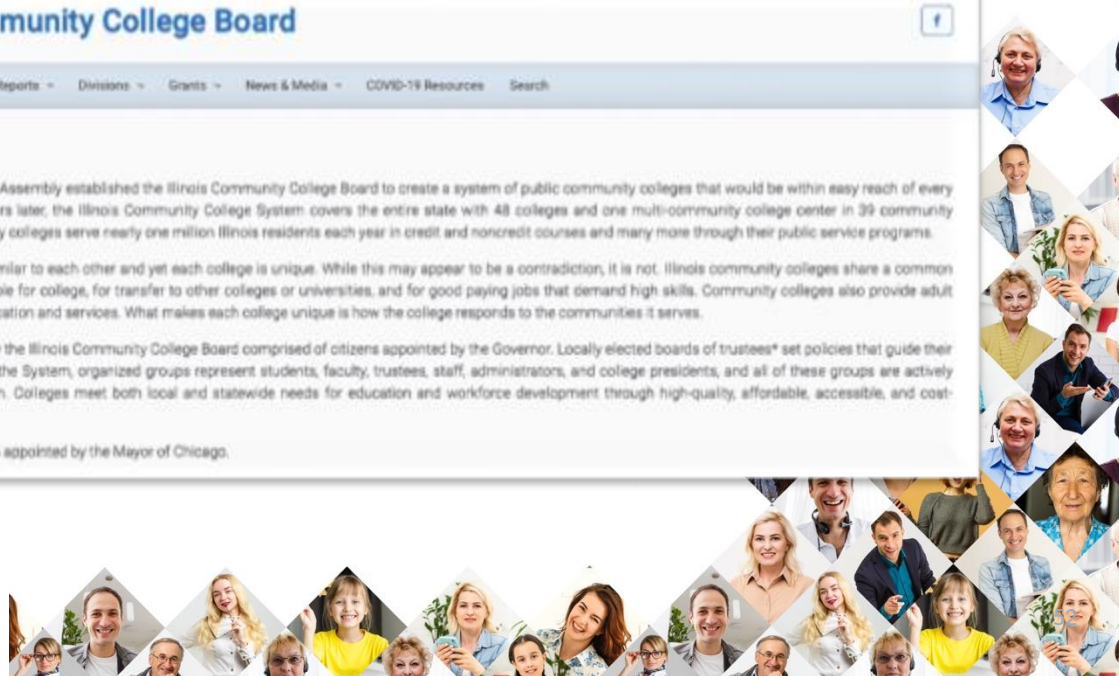
Home - About ICCB

In 1965, the Illinois General Assembly established the Illinois Community College Board to create a system of public community colleges that would be within easy reach of every resident. More than 50 years later, the Illinois Community College System covers the entire state with 48 colleges and one multi-community college center in 39 community college districts. Community colleges serve nearly one million Illinois residents each year in credit and noncredit courses and many more through their public service programs.

Community colleges are similar to each other and yet each college is unique. While this may appear to be a contradiction, it is not. Illinois community colleges share a common mission. They prepare people for college, for transfer to other colleges or universities, and for good paying jobs that demand high skills. Community colleges also provide adult literacy and continuing education and services. What makes each college unique is how the college responds to the communities it serves.

The Illinois Community College System is coordinated by the Illinois Community College Board comprised of citizens appointed by the Governor. Locally elected boards of trustees* set policies that guide their colleges in achieving local and statewide goals. Within the System, organized groups represent students, faculty, trustees, staff, administrators, and college presidents, and all of these groups are actively involved in the decision-making process for the System. Colleges meet both local and statewide needs for education and workforce development through high-quality, affordable, accessible, and cost-effective programs and services.

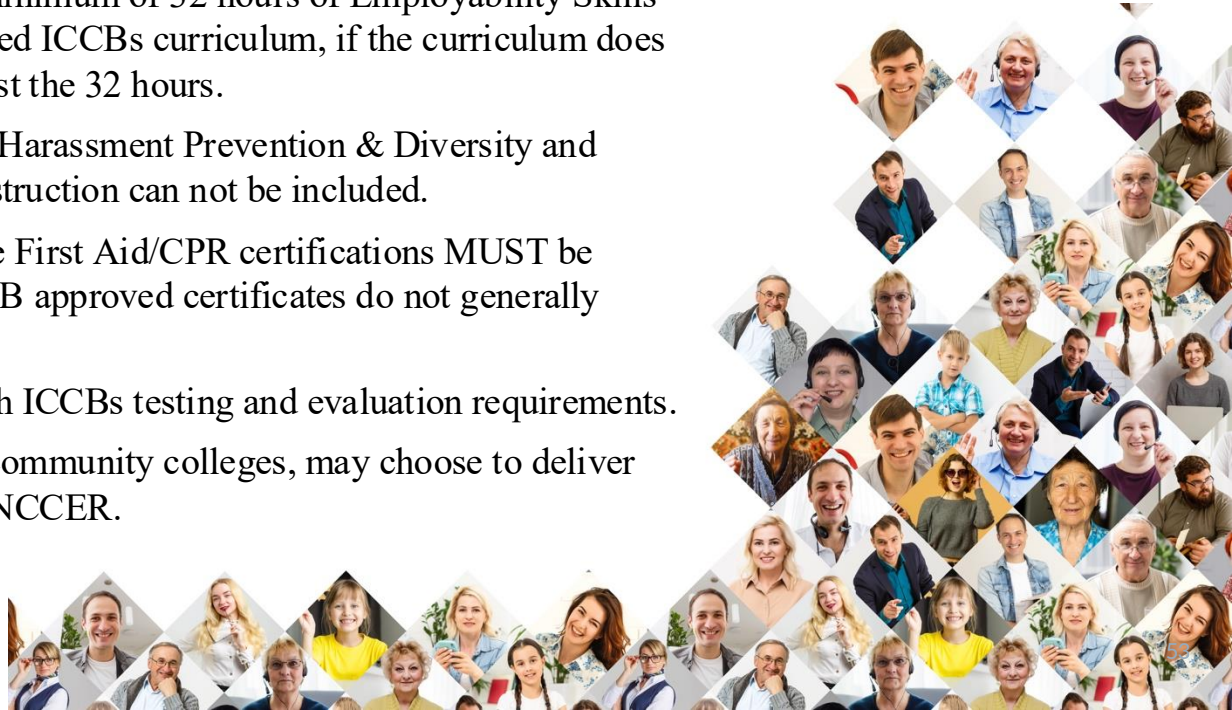
*The Board of Trustees of the City Colleges of Chicago is appointed by the Mayor of Chicago.





ICCB - ILW Guidance

- The approved version of the curriculum must be delivered without modification.
- Must provide a minimum of 32 hours of Employability Skills above the approved ICCBs curriculum, if the curriculum does not include at least the 32 hours.
- If only 32 hours, Harassment Prevention & Diversity and Inclusion in Construction can not be included.
- OSHA 10 and the First Aid/CPR certifications **MUST** be delivered as, ICCB approved certificates do not generally include these.
- Must comply with ICCBs testing and evaluation requirements.
- ICCB approved community colleges, may choose to deliver TradesFuture or NCCER.



Question:

“Please share your experience getting your curriculum approved by ICCB.”





OSHA-10 Construction, CPR, and First Aid Certifications



- OSHA 10
Construction
- CPR
- First Aid



OSHA 10-hour Construction Certification



The screenshot shows the official website of the Occupational Safety and Health Administration (OSHA). The header is red with the United States Department of Labor logo and social media icons. The main navigation bar includes links for OSHA, STANDARDS, ENFORCEMENT, TOPICS, HELP AND RESOURCES, and NEWS. A search bar is located on the right. The page is titled "Outreach Training Program (OSHA 10-Hour & 30-Hour Cards)". A sidebar on the left lists "Training Requirements and Resources", "Outreach Training 10-Hr/30-Hr Cards", "OTI Education Centers", and "Susan Harwood Training Grants". The main content area features a blue banner with the text "Get Trained or Become a Trainer" and a description of the program: "The OSHA Outreach Training Program provides workers with basic and more advanced training about common safety and health hazards on the job. Students receive an OSHA 10-hour or 30-hour course completion card at the end of the training."





OSHA Program Accreditation





Instructor Certification (OTI Education Centers)

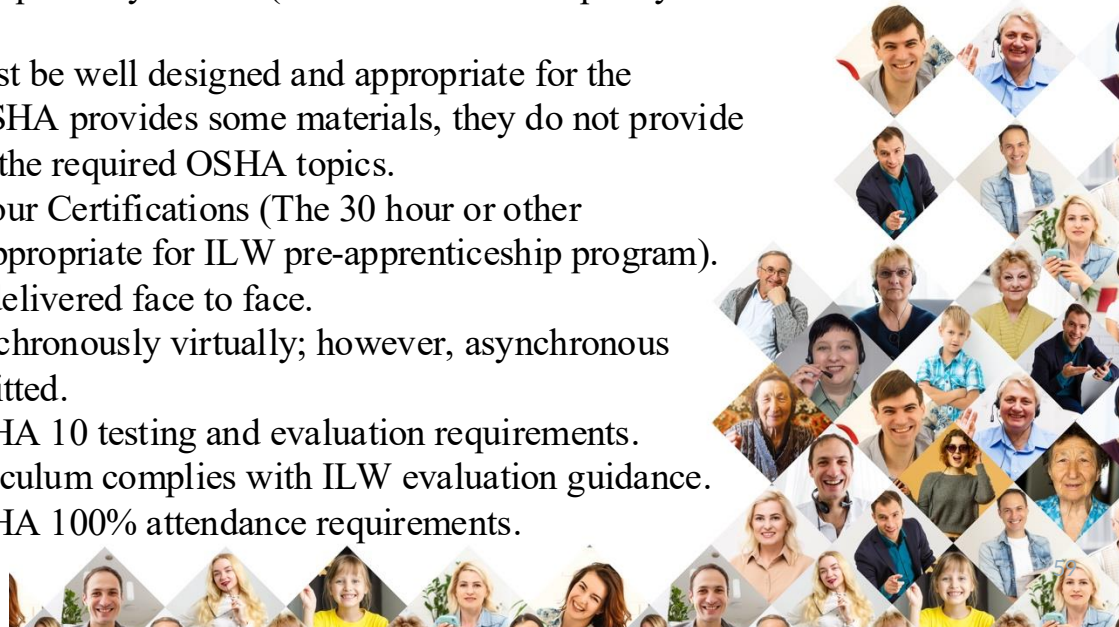




ILW Guidance – OSHA Certification



- Must be delivered as required by OSHA (ILW will NOT accept any modifications).
- The materials used must be well designed and appropriate for the audience. Although OSHA provides some materials, they do not provide all of the materials for the required OSHA topics.
- ILW requires the 10-hour Certifications (The 30 hour or other certifications are not appropriate for ILW pre-apprenticeship program).
- This course is ideally delivered face to face.
- It can be delivered synchronously virtually; however, asynchronous instruction is not permitted.
- Must comply with OSHA 10 testing and evaluation requirements.
- OSHA 10 current curriculum complies with ILW evaluation guidance.
- Must comply with OSHA 100% attendance requirements.



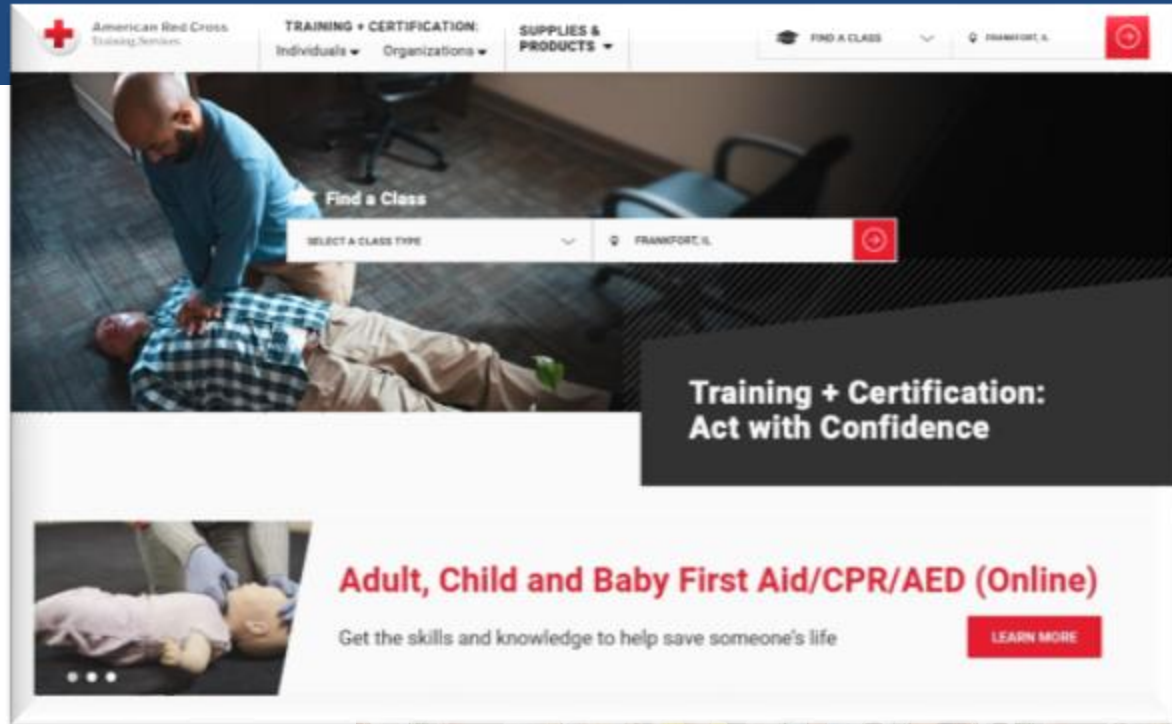
Question:

“Please share your experience with the OSHA certified instructor certification program.”





CPR/FIRST Aid Certification



The screenshot shows the American Red Cross Training Services website. At the top, there is a navigation bar with the American Red Cross logo, the text "American Red Cross Training Services", and links for "TRAINING + CERTIFICATION:", "SUPPLIES & PRODUCTS", and "FIND A CLASS". Below the navigation bar, there is a large hero section with a background image of a man performing CPR on a person lying on the floor. Overlaid on this image is a search bar with the text "Find a Class", a dropdown menu for "SELECT A CLASS TYPE", and a location input field with "FRANKFORT, IL". To the right of the search bar, there is a red button with a plus sign. Below the hero section, there is a section titled "Training + Certification: Act with Confidence". Below this, there is a section for "Adult, Child and Baby First Aid/CPR/AED (Online)" with a subtext "Get the skills and knowledge to help save someone's life" and a red "LEARN MORE" button. On the left side of this section, there is a small image of a person lying on a stretcher.





CPR/FIRST Aid – Instructor Requirements

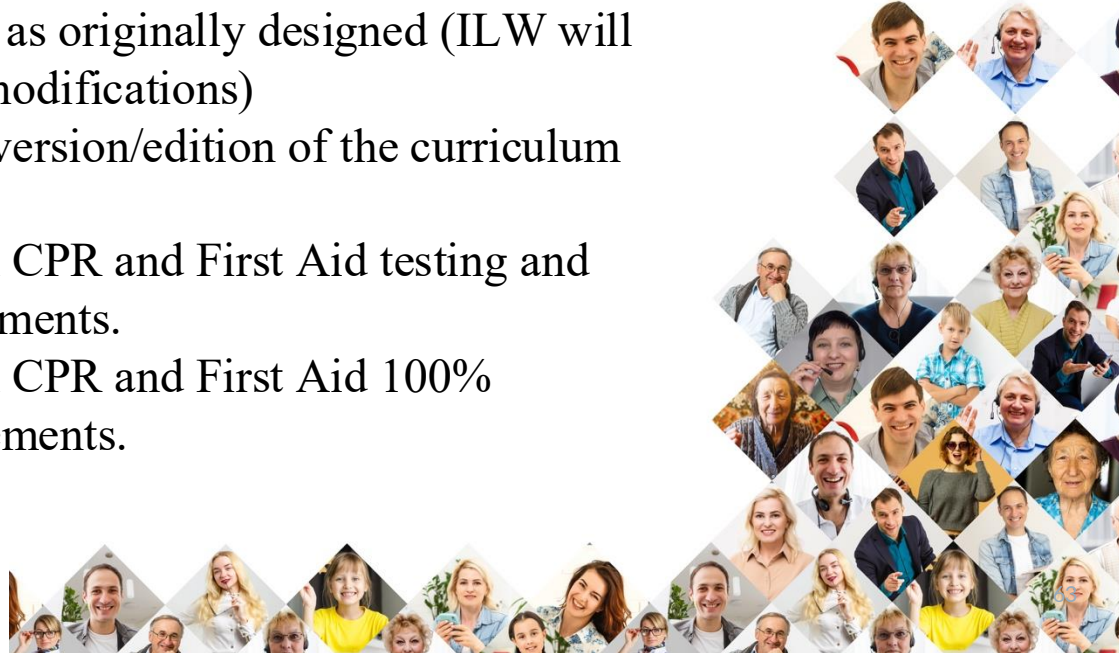




ILW Guidance – CPR/First Aid Certifications



- Must be delivered as originally designed (ILW will NOT accept any modifications)
- The most current version/edition of the curriculum must be delivered.
- Must comply with CPR and First Aid testing and evaluation requirements.
- Must comply with CPR and First Aid 100% attendance requirements.



Question:

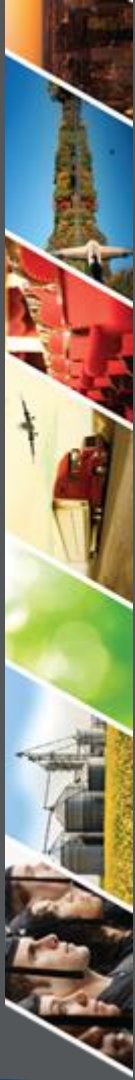
“Please share your experience with the CPR/First Aid instructor certification training.”





Coaching Support





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Section 6: Supplemental Instruction



By the end of this section, you will be able to:

- Incorporate a minimum of 32 hours of employability skills.
- Comply with experiential training and worksite practicum expectations.
- Consider additional certifications and relevant content.



Employability skills





Table 16: Employability Skills Courses

| Course Title | Course Topics |
|--|--|
| Developing Personal Ethics | Integrity, Respect, Perseverance, Positive Attitude |
| Building a Strong Work Ethic | Dependability, Commitment, Professionalism |
| Critical Thinking | Demonstrate sound decision-making, and how to problem solve effectively |
| Working Effectively with a Team | How to work with differing personalities, strategies in dealing with conflict or differences |
| Strong and Effective Communication Skills | Active listening, effective and cooperative work, verbal and written communications |
| Developing a Customer Service Approach | Adaptability, self-control, accountability, patience, using positive language |
| Relating to Your Supervisor | Taking responsibility, developing a positive relationship, building trust, managing up |
| Developing Leadership Skills | Self-awareness, self-development, innovation |
| Financial Literacy | Developing a budget, pensions, building credit |
| Effective Decision Making | Goal setting, personal values, critical thinking, weighing costs and benefits |
| Time Management | Planning, organization, goal setting, prioritization |
| Diversity, Inclusion, Belonging, and Equity (DIBE) | What is DIBE? Valuing diverse contributions, gender-informed training |





Experiential Training and Worksites



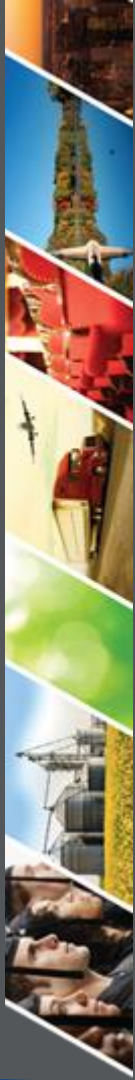


Additional Certifications and Considerations



- Supplemental Construction and Building Trades Math
- Test-Taking Skills
- Flagger Certification
- DIBE





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Feedback ~ We want to hear from you





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Program Engagement ~ Mentimeter

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Blog

Mentimeter makes remote & hybrid work easy

Learn more

**Thank you, and we are glad
to have you as part of our
provider network!**



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JB Pritzker, Governor