



Department of Commerce & Economic Opportunity (DCEO)

Illinois Works Pre-Apprenticeship Program

Effective Transition Services and Working with DOL Registered Apprenticeships Program











Course Overview



This training is designed to provide grantees with the knowledge, skills, and techniques necessary to deliver effective transition services in alignment with Illinois Works Pre-apprenticeship Program best practices.

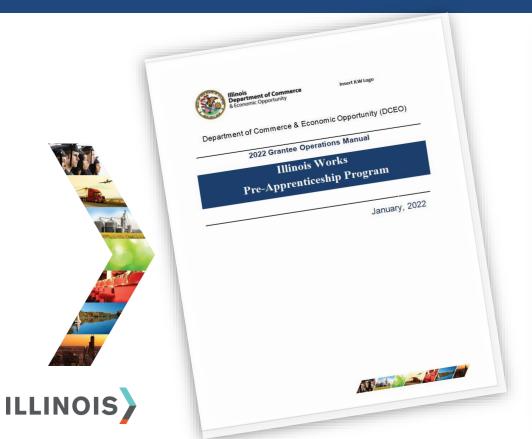
Program staff providing transition services will be able to leverage the experience of other pre-apprenticeship providers and incorporate evidence informed, as well as evidence-based practices.

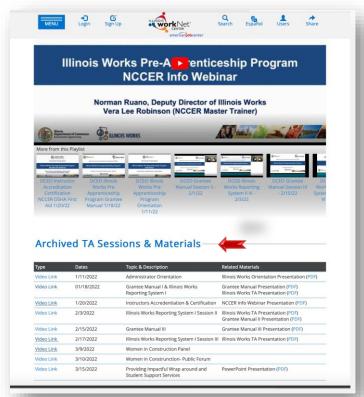






2022 Grantee Manual and Illinois workNet









Course Overview







Course Objectives

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

- Describe the role of the Illinois Works Job Program Act.
- List the ILW goals and three key programs.
- Describe the ILW Pre-apprentice LifeCycle.
- Describe the ILW staff roles for follow-up and transition services.
- Explain the four end of program status available upon completion.
- List the transition services available through ILW.
- Explain the critical importance of cultivating formal and informal relationships and partnerships.
- Complete and leverage information from the career assessments.









ILLINOIS WORKS
Pre-Apprenticeship Program

Course Objectives Cont.

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

- List the components of a DOL Registered Apprenticeship Program.
- Utilize the ILW Heat Map.
- Describe the role of the ILW Bid Credit Program, as it relates to transition services.
- List the options for regularly conducting follow-up.
- List the ILW follow-up activities and services.
- Leverage career assessment information.
- Describe the role of the longitudinal study.
- Appropriate update the IWRS reporting system.



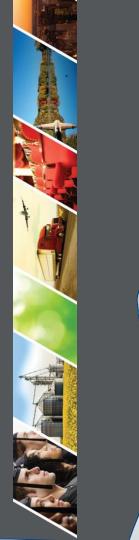
















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Section 2: Welcome and Introduction



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

- Utilize Webex functionality to fully engage the training.
- Identify what you hope to learn from this training.





Webex Tutorial



- Mute/Unmute
- Stop/Start Video
- Raise Hand
- Emojis
- > Chat









Program Engagement ~ Mentimeter



Access the website: www.menti.com Enter: 1522 3607

Enter code to vote Vote

Mentimeter

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Learn more



"What is your name and organization?"

If you have attended a previous ILW webinar, please add an *asterisk* (*) in front of your name.









Staff Roles



- Transition Services Coordinator (TSC)
- Transition Service Staff (supports transitional services)
- Transition Services Supervisors
- Grantee Partner







Question:

"Is there anything in particular you are hoping we cover today?"













Comments, feedback, or questions?

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Section 3: Introduction to ILW



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

- Describe the role of the Illinois Works Job Program Act.
- List the three ILW key programs.
- Articulate ILW equity focus.
- List the ILW goals.
- Explain the role of the Pre-apprentice LifeCycle.
- Explain the relationship between DIBE and the ILW core values.







The Office of Illinois Works



The Office of Illinois Works is housed in the Department of Commerce & Economic Opportunity (DCEO) and is a top priority of the Governor's 5-year economic plan.

Unfortunately, data shows that for too long, the construction industry and the trades have not been accessible for diverse communities - with fewer than ten percent of the best paid apprenticeships extended to women and racial and ethnic minorities.

With this new capital funding set to pave the way for tens of thousands of jobs over the next decade, the **Illinois Works Jobs Program Act** was intentionally designed to increase equity and opportunity in capital construction projects.





Illinois Works Jobs Program



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

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







Illinois Works Equity-focus



The Illinois Works Jobs Program Act was intentionally designed to increase **equity** and opportunities in capital construction jobs for underrepresented groups including;

- Women
- People of color
- Veterans









Illinois Works Apprenticeship Initiative







The DCEO Office of Illinois Works, with the support and partnerships of communities, building trades, and the construction industry, will deliver three key programs:











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 skilled workforce for generations to come.
- Create new partnerships between state agencies and community organizations.

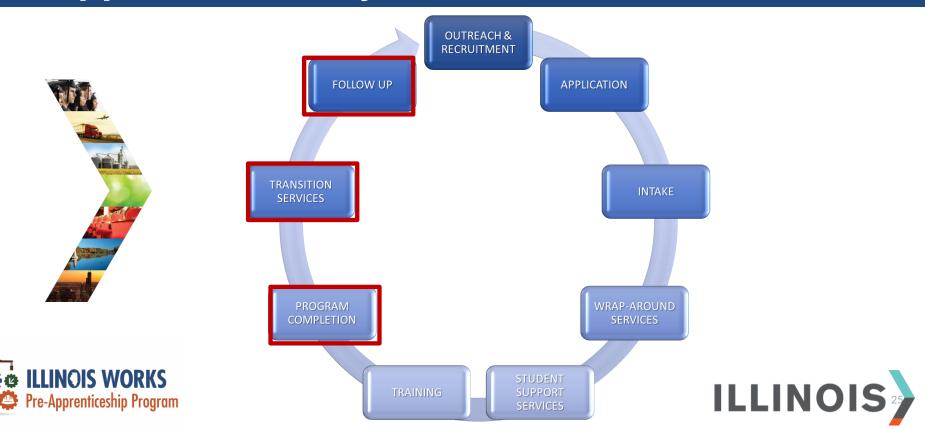








Pre-Apprentice LifeCycle

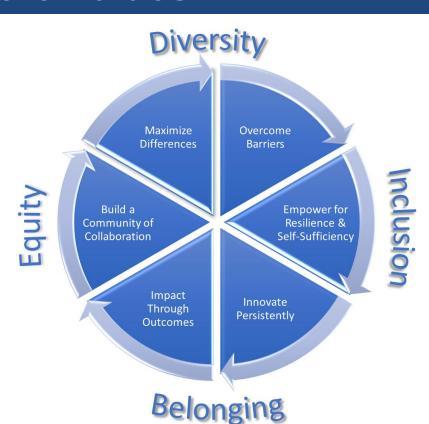






DIBE and ILW Core Values













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Section 4: Program Completion



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

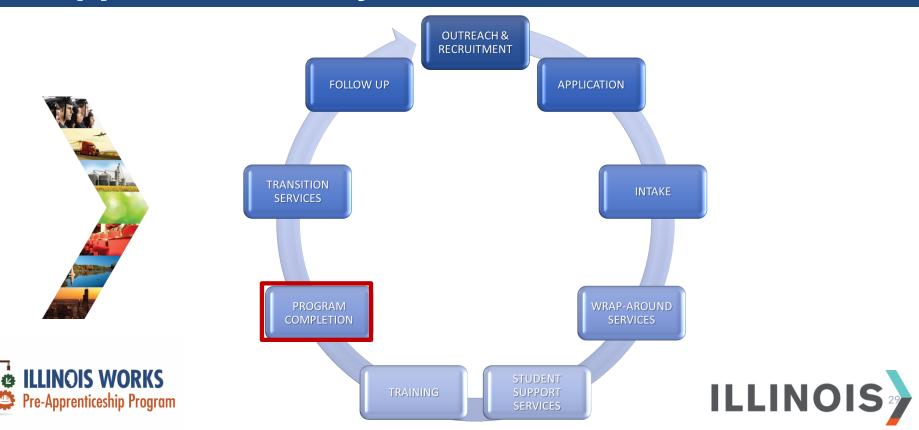
- Locate Program Completion on the Pre-Apprentice LifeCycle.
- List the training and industry recognized certifications/certificates participants will have received upon completion.
- Explain the end of program status available upon completion.
- Describe the ILW services that may be deployed post completion.
- Describe the role of the Data Entry Coordinator (DEC).
- ➤ Update the IWRS reporting system.







Pre-Apprentice LifeCycle







Program Completion



Program completion refers to the **conclusion of instructional training** and the beginning of transition services.

For most participants, **program completion** will mark the end of their instruction training and the beginning of their transition to a registered apprenticeship program (RAP).









Certifications and Trainings



- > NABTU/NCCER
- ➤ OSHA 10-hours
- First Aid/CPR
- Employability Skills
- ➤ Test-Taking Skills
- Additional Content Considerations









End of Participation











Statuses: End of Program



- Successful Completion
- Unsuccessful Completion
- Withdrawal
- Dismissal









ILW Services



- Wrap-around services
- > Transition Services
- > Transition Services









Data Entry Coordinator (DEC)











IWRS Completion Per Module



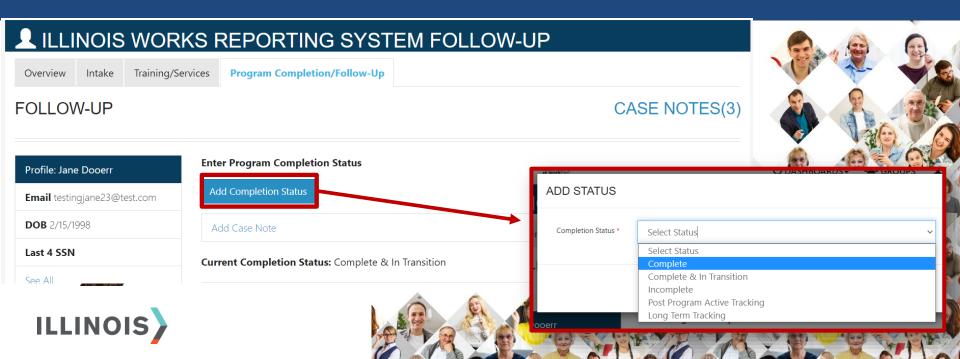


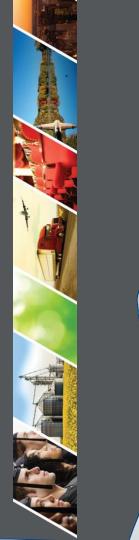






IWRS Program Completion









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Section 5 Title: Transition Services



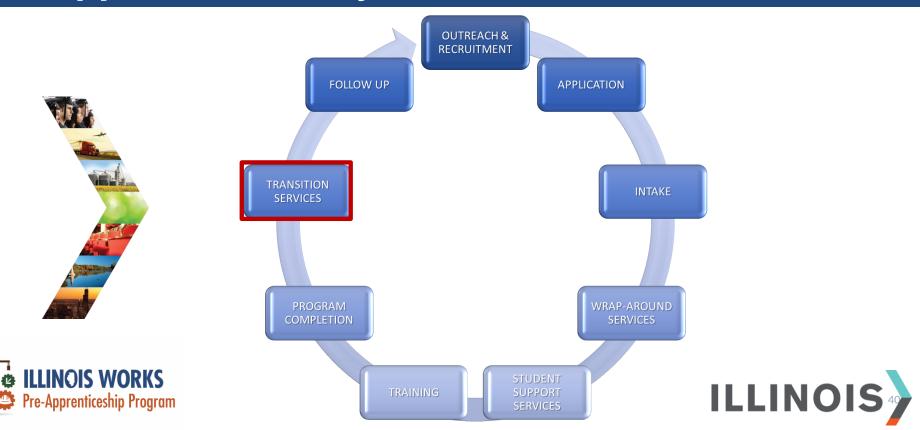
By the end of this section, you will be able to:

- Locate Transition Services on the Pre-Apprentice LifeCycle.
- Describe the role of the TSC and staff.
- Explain the critical importance of cultivating formal and informal relationships and partnerships.
- Leverage career assessment information.
- Update the IWRS reporting system.
- Describe the role and impact of primary and secondary transition goals on the ILW performance-based payment model.





Pre-Apprentice LifeCycle







Transition Services



Transition services are a series of career readiness activities that serve as the final step for participants before progressing to a RAP and employment.





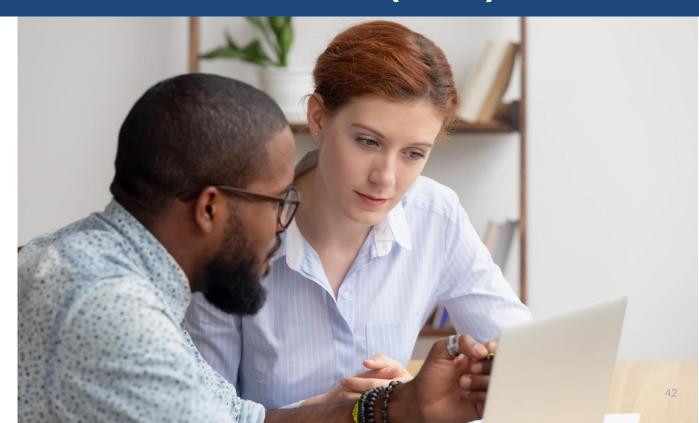




Transition Service Coordinator (TSC)











Transition Staff



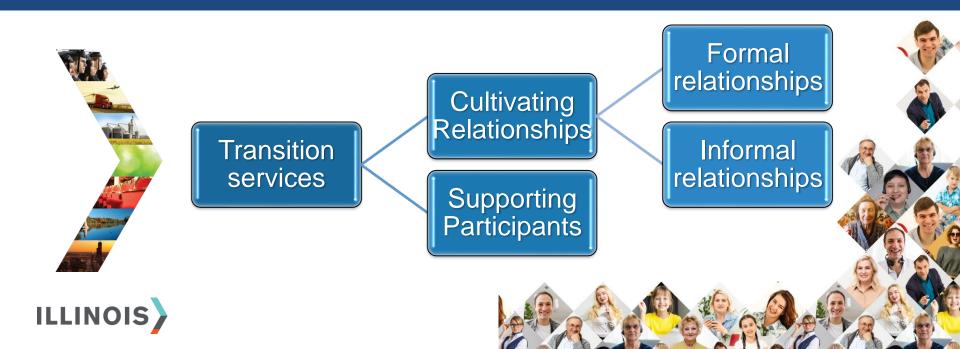








Two Pathways







Cultivating Relationships







Question:



"What type of organizations and institutions should you look to develop a relationship with?"













Touches

A **touch** is any communication opportunity that motivates qualified individuals to apply, including;



- > Face-to-face conversation
- ➤ Phone calls
- ➤ Social media post
- ➤ Presentations
- ➤ Webinars
- ➤ Branded email
- ➤ Newsletters
- ➤ Blog post
- > Text message
- ➤ Letters/Postcard

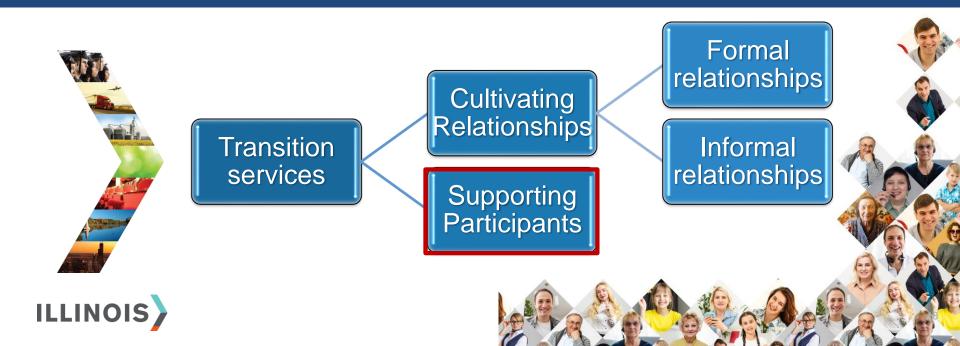








Providing Support for Participants







Preparing Participants



- Involving participants in relevant industry events (e.g., career fairs or trade-related networking events)
- Preparing them for RAP application
- Testing and other apprenticeship entry requirements
- Resume building and interview preparation









Transition Services



Transition services assist participants with transitioning to union and non-union RAPs, connect them to employers, and refer them to advanced construction education programs.

Grantees must provide a suite of support services, including but not limited to DOL registered apprenticeship programs, employers, contractors, subcontractors, unions, and advanced construction education programs.

It is important to note, the primary goal of the ILW Pre-Apprenticeship is to successfully transition participants to DOL registered apprenticeship programs.







Transition Process



- > Second Career Assessment
- > Transition Plans









Second Career Assessment







Exhibit 5: Career Assessment – Orientation



Career Assessment - Orientation

This form will be utilized to create your personalized career plan while you're enrolled in the Illinois Works Pre-apprenticeship program. You will have the opportunity to complete another career assessment near the end of the program.

Date:	
Participant Name:	

Job Readiness

Do you have an up-to-date resume?

Yes

No

Do you have experience taking part in job interviews? $\ \square$ Yes $\ \square$ No Will you be readily available to transition to a DOL-registered apprenticeship program immediately after

If no, when do you plan to transition? (i.e. within 3 months, 6 months, 1 year, more than 1

□ 1-3 months □ 3-6 months □ 6 months − 1 year □ 1 year + □ Other: ___

goal for your career? (Select one)

for your career? (Select one)	Advanced construction training/education
What is the primary goal for your career? (Select one)	(including college)
I DOI -registered appro-	(including college) Non-construction training/education Start construction business
DOL-registered apprenticeship – non-union	
Construction employment (outside DOL registered apprenticeship)	Start non-construction business
Non-construction Employment Non-construction apprenticeship	Other:
Non-construction appro-	

al for your career? (Select one)

and for your career.	
What is secondary goal for your career? (Select one) Advanced construction training/education (including college training/education)	\neg
Non-construction data	\neg
Start construction business	
DOL-register of course of DOL	
Non-construction apprenticeship	

ion, is there a specific trade or trades that you're interested in

cian*	Operating engineer/operator
er	Cement Mason Boilermaker
tter	Elevator constructor
11 Enjeher	Iron worker
and frost insulator ninery movers, riggers,	Millwright
-actor	Sheet metal worker
/waterproofer	Teamsters
	Steamfitter school level Algebra 1 or equive
pointer	school level Algebra 1 or equi-







IWRS Transition Plan



CAREER PLAN					
Goal	Related Steps	Category	Earliest Start Date	Latest Planned Due Date	Status
Training Services	Show Next Steps	Career Plan	4/5/2022	4/29/2022	On Track
Wrap-Around Support Services		Support Services			Not Started
Student Support Services		Support Services			Not Started
Transition Support Services	Hide Next Steps	Support Services	4/4/2022	4/29/2022	On Track
	Career Information		4/4/2022	4/29/2022	Started/Open
	Resume Prep		4/11/2022	4/29/2022	Started/Open
	Assistance with completing an apprenticeship program application		4/18/2022	4/22/2022	Planned/Not Started (Scheduled)







Transition Services



- Resume prep
- Interview prep
- Assistance with the apprenticeship application
- > Job assistance
- Job search assistance
- Starting a business/small business
- Community college
- American Job Center









Transition Plan



- Engaging their referral and partnership network
- Providing necessary resources and information for participants
- Facilitating job readiness sessions





Question:



"Have you started to develop relationships and partnerships to support your program's transition services?













Transition Deliverables



- Developing/maintaining relationships with transition partners -DOL registered apprenticeship programs, advanced construction programs, community colleges, contractors/construction employers etc.
- Scheduling face-to-face meetings with individual participants to identify primary and secondary goals through the career assessment
- ➤ Assisting with or hosting partner involvement for all transition services for participants- resume prep, interview prep etc.)
- Conducting follow-up with alumni







Expected Outcomes and Deliverables



- ➤ At least 85% of enrolled participants must successfully complete the program.
- ➤ At least 70% of enrolled participants must transition to a DOL-registered apprenticeship program.









Primary and Secondary Transition Goals









Illinois Works ~ Case Scenario











What Might Impede Your Success?



- Not developing relationships
- Not developing relationships early
- Not leveraging Career Assessment Information
- Treating partnerships as transactional interactions







Apprenticeship Resource Guide





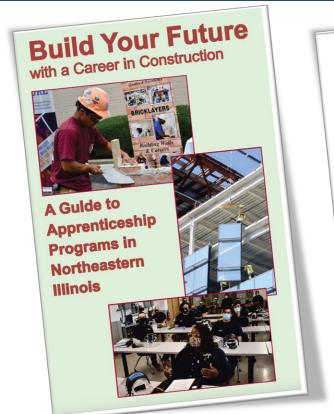






Northern Illinois Career Guide





ARCHITECTURAL IRON WORKER

Architectural Iron Workers perform field fabrication and installation of: window walls, Notinestructed into involvers periorin men harmation and installation of, without storefronts, glass & metal doors, door hardware, stairs, scaffolds, chain link fences, ownerrors, grass o current www.s., www. retruverse, suans, swarrows, swar min, retruves, fire escapes, flag poles, guard rails, canopies & playground equipment, skylights & vault doors and adjacent supports.

Basic Requirements:

- Must be at least 18 years old.
- Must have a high school diploma or GED.
- Must have a valid driver's license and transportation.
- Must pass an aptitude test.
- Must be able to speak and understand the English language.

- Applications are accepted for a two-week period every two years. - reprinctions are exception in a transfer period every any years.
 - Complete application process by providing proof of age and education and pay a \$125 non-refundable fee.
- Take and pass a general aptitude test.
- Name with pass with order interview.
 Name of applicants who pass the aptitude test and follow all the above steps are
- placed on an eligibility list according to scores.

 Applicants are chosen in order from this list.

Must be able to lift heavy objects.

- Must be able to work at elevated heights.
- Must have a good work ethic and positive attitude.
- Must be hard working and motivated.

Recommended Preparatory Classes:

- Any Shop Classes.
- Mathematics Classes.
- Drafting.

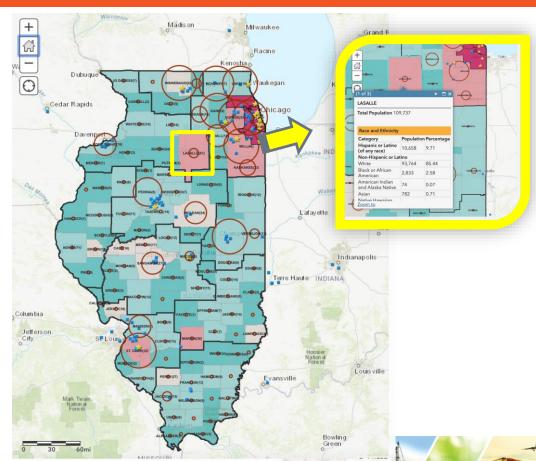
 Helpful, but not necessary for acceptance. Familiarity with any type of construction.

Architectural fron Workers work in all types of weather conditions and at various



ILW Heat Map











Funding Benchmarks



- Enrollment
- Completion
- Transition
- Close out reports

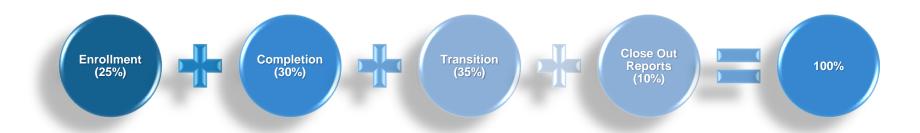








Funding Formula











Per Participant Allotment



- Enrollment
- Completion
- Transition
- > Close out reports









Performance-Based Payment Model Examples





Table 23: Meets/Exceeds Some Outcome Metrics

Funding Award	Enrollment Goal	Completion Goal (85% of Enrolled)	Primary Transition Goal (70% of Enrolled)	
\$500,000	50	43	35	

	% of Funding	Max. Funding based on initial award and goals	Per participant allotment	# of Actual Participants	Actual Funding Paid Out
Program Enrollment	25%	\$125,000	\$2,500	50	\$125,000
Program Completion	30%	\$150,000	\$3,488.37	44	\$153,488.28
Primary Transition	250/	\$175,000	\$5,000	33	\$165,000
Secondary Transition	35%		\$175,000	\$2,500	11
Close-Out Reports	10%	\$50,000	n/a	n/a	\$50,000
Total	100%	\$500,000	n/a		\$520,988.28



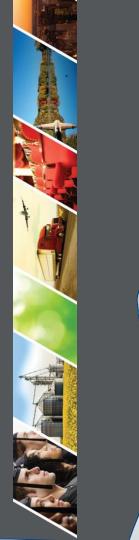


IWRS Performance-based Payment Model













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Section 6: DOL-Registered Apprenticeship Program



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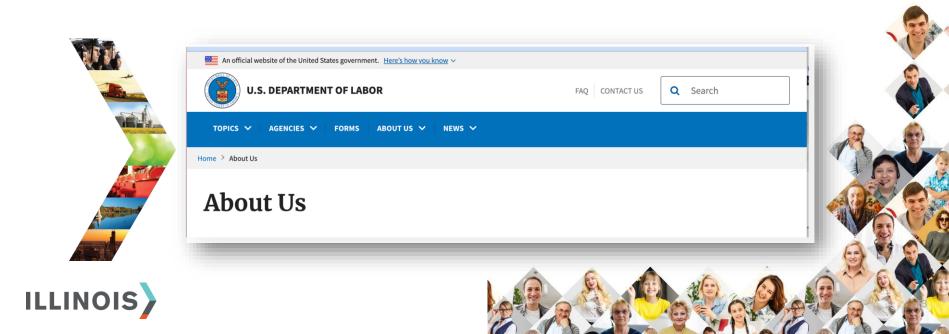
- List the components of a DOL Registered Apprenticeship Program.
- Compare union versus non-union DOL-RAP.
- Utilize the ILW Heat Map.
- Describe the role of the ILW Bid Credit Program, as it relates to transition services.







Department of Labor (DOL)







DOL Registered Apprenticeship Program (RAP)



- Employer Involvement the apprentice must be employed;
- Structured On-the-Job Learning with a mentor(s);
- Related Training and Instruction this can be in a classroom/conference room or online;
- 4) Rewards for Skill Gains as the apprentice learns more, they are paid more; and
- 5) National Occupational Credential







Registered Apprenticeship Training Programs











Apprenticeship Program



- Paid Job
- Work-based Learning
- > Classroom Learning
- Mentorship
- Credentials









DOL-Registered Apprenticeship Program



Union

Non-Union









Union DOL-Registered Apprenticeship Program



Requirements can vary depending on the program and occupation.

➤ A program is usually four years of onthe-job training, supplemented by hours of classroom instruction. Costs are generally covered by the employer.







Non-Union DOL-Registered Apprenticeship Program

Requirements can vary depending on the program and occupation.

A program is usually three to four years of on-the-job training, supplemented by classroom instruction. Tuition can range between \$9,000 - \$13,000. All, a portion, or none of the tuition and fees may be covered by the employer.



Illinois Works ~ Case Scenario











The DCEO Office of Illinois Works, three key programs:











Unique and Innovative Model







Illinois Works Bid Credit Program



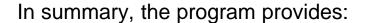
The **Illinois Works Bid Credit Program** incentivizes contractors to hire and retain a diverse pool of candidates. It allows contractors and subcontractors to earn bid credits by employing apprentices who have completed the Illinois Works Pre-apprenticeship Program. Bid credits can be used toward future bids for public works projects contracted by the State of Illinois or an agency of the state.







Illinois Works Bid Credit Program





- ➤ The Illinois Works Bid Credit Program allows contractors and subcontractors to earn bid credits for use toward future bids.
- ➤ **Bid credits can only be earned** for employing apprentices who have completed the Illinois Works Pre-apprenticeship Program on public works projects contracted by state agencies.
- ➤ **DCEO will determine the bid credit** earning rate by rule. The rate will be published and may include maximum bid credits allowed per contractor, per subcontractor, per apprentice, per bid, or per year.
- ➤ The Illinois Works Bid Credit Bank will be established and administered by DCEO. DCEO is developing a mechanism for tracking the bid credits.



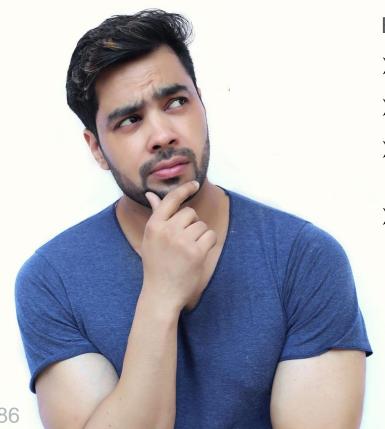




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Section 7: Developing Partnerships



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

- Describe the role of partnerships.
- List potential partners.
- Describe the role of formal and informal partnerships.
- Explain how an MOU formalizes a partnership.







Considering Partnerships



Partnerships allow you to comprehensively respond to wrap-around services and student support services.









Partnerships



- Local Workforce Areas
- Local and regional Apprenticeship Navigators
- Intermediaries focused on construction
- Building trades
- Union groups
- Community colleges
- Employers
- Employer associations
- Community-based organizations
- Secondary schools







Formal Partnerships

Formal partnerships are typically formed with other organizations through a Memorandum of Understanding or other written









Informal Partnerships

Informal partnerships are less formal relationships such as unstructured referral networks. These can still be strong and valuable relationships.









"What partnerships have you established?"













"What additional partnerships might add value for your participants?"















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Section 8: Follow up Services



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

- Locate Follow-Up on the Pre-Apprentice LifeCycle.
- List the options for regularly conducting follow-up.
- Utilize the ILW follow-up questions.
- List the ILW follow-up activities and services.
- Leverage career assessment information.
- Update the IWRS reporting system.
- Describe the role of the longitudinal study.

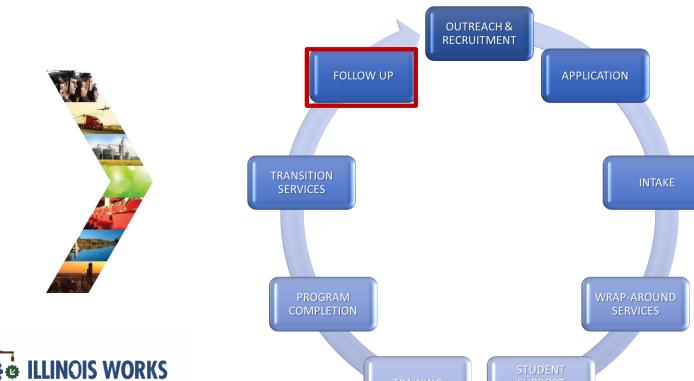




Pre-Apprenticeship Program



Pre-Apprentice LifeCycle









Program Follow-Up



- Surveys
- > Focus groups
- > Phone
- > Text
- > Social media
- > Email
- > Visits







Question:

"What types of follow-up activities is your program planning to implement?"













One-Year Follow Up



A **follow-up** is a contact between transition staff and program alumni on a quarterly basis for one year.

The **first year** is when apprentices may be most vulnerable to dropping out of an apprenticeship program.









Follow Up Questions



- Pursuing a RAP
- Not pursuing a RAP









Follow-Up Services



- ➤ Illinois Works' follow-up process is non-traditional and will become a part of a longitudinal study to measure program goals and participant outcomes for up to 10 years.
- These follow-up services are an essential and integral part of the comprehensive, longer-term, goal to simultaneously promote participants' economic independence and economic development in the State of Illinois.





Illinois Works ~ Case Scenario











Active Follow-Up Services



- > Referral to community resources
- Tracking progress in the apprenticeship program and/or on the job
- Apprenticeship and work-related peer support group
- Assistance with apprenticeship and work-related problems





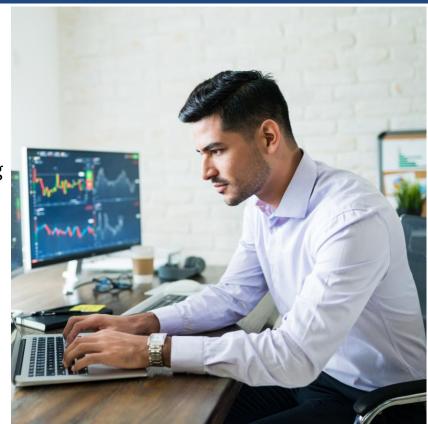




Follow-up Dashboard



- Post-Program Active Tracking
- Long-term Tracking









IWRS Active Follow-Up



On a quarterly basis, the TSC will conduct a **follow-up assessment** with all former participants regardless of their completion status or transition goal.









Longitudinal Study



- Prepared pre-apprentices for entry into the construction and building trades;
- Increased the entry of women, people of color, and veterans into construction and building trades apprenticeships; and
- Increased the likelihood that women, people of color, and veteran apprentices will complete apprenticeships in the construction and building trades.









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Updated TA Schedule



Technical Assistance

Торіс	Date	Time
Administrator Orientation	January 11, 2022	10:00 AM
Grantee Manual I & Illinois Works Reporting System I	January 18, 2022	10:00 AM
Instructor Accrediation & Certification (NCCER, OSHA, First Aid)	January 20, 2021	10:00 AM
Grantee Manual II	February 1, 2022	9:00 AM
Illinois Works Reporting Systems I Session II & III	February 3, 2022	9:00 AM
Grantee Manual III	February 15, 2022	9:00 AM
TBA	February 16, 2022	10:00 AM
Illinois Works Reporting Systems - Session IV - VI	February 17, 2022	9:00 AM
Developing & Implementing a Pre-Apprenticeship Curriculum & Instruction.	March 3, 2022	10:00 AM
Providing Impactful Wrap-Around Services & Student Support Services	March 15, 2022	10:00 AM
TBA	March 16, 2022	10:00 AM
Providing Effective Transition Services & Working with DOL Registered Apprenticeship Programs (Register Now)	April 7, 2022	10:00 AM
N/A	April 20, 2022	10:00 AM
Using Data to Create a Program Improvement Plan (Register Now)	May 12, 2022	10:00 AM
TBA	May 18, 2022	10:00 AM
TBA	June 15, 2022	10:00 AM
Creating a Diverse and Equitable Pre-Apprenticeship Program Culture (Register Now)	July 14, 2022	10:00 AM
TBA	August 17, 2022	10:00 AM
Grantee Conference (tentatively in person)	September 14-15, 2022	Schedule to be released prior to event
TBA	September 14, 2022	10:00 AM
TBA	October 19, 2022	10:00 AM
Developing Relationships & Partnerships (Register Now)	November 10, 2022	10:00 AM
TBA	November 16, 2022	10:00 AM
ТВА	December 14, 2022	10:00 AM





Comments, feedback, or questions?

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Feedback ~ We want to hear from you







Thank You!



