

APPRENTICESHIP UPDATE



Laury Ferguson

Associate Director of Apprenticeship

Expanded Service Offerings for Apprenticeship Program

Throughout its 100+ year history, MACNY has been a staunch advocate of the skilled worker pipeline for NYS manufacturers, most recently with the launch and administration of the NYS Manufacturers Intermediary Apprenticeship Program (MIAP). As the popularity of apprenticeship programs continues to grow, MACNY has expanded its already extensive menu of administrative services!

With MACNY as your apprenticeship program sponsor, we are pleased and excited to offer the following services:

Initial Set-up and Registration on Behalf of Signatory

- Review apprenticeship program, role, and responsibilities of the group sponsor and organization
- Manage the initial registration process and registration of all new apprentices added into the program with NYSDOL
- Identify and assist companies with managing funding resources to offset tuition, fees, tools, and/or reimbursement of training wages
- Conduct program orientation and assistance at start-up to ensure a smooth transition
- Assistance with registration of Annual Tax Credits
- Complete NYSDOL affirmative action reporting and all DOL forms and submissions required for program registration
- Provide Blue Book instruction for all apprentices, assigned mentors, in-house program managers, supervisors, managers, etc.
- Complementary 1st Year ToolingU subscription; valued at \$999 per apprentice
- Provide training on ToolingU software for apprentices and mentors, work with mentors and managers on

building a customized course library, and determining course passing grade

- Source and register courses (SUNY, BOCES, etc.) that are trade specific to assist with closing the identified skill gaps of the apprentice
- Assist organizations and DOL throughout the process of developing and writing new trades

Monitoring and Program Maintenance

- Monitor program to ensure successful progression and completion of apprenticeship
 - Onsite program monitoring visits with apprentice, mentors, and program manager
 - Provide training for newly assigned mentors and program managers
 - Review Blue Books and Related Technical Instructions (RTI) for requirements/gaps
 - Obtain copies of records
 - Determine next steps
 - Aid organization as identified
- Program Exits: Complete and submit documentation to NYSDOL for any apprentice exiting from their program.
- Program Completions: Manage the submittal of all required records and documentation to the NYSDOL Apprenticeship Training Representative (ATR) and the Designated Location Education Agency (DLEA) to obtain approval and Journey Worker Certification of Completion
- Continue to monitor and identify resources to minimize out of pocket expense to organization
- Identify trade specific Related Technical Instruction resources: Source classes with approved education providers and assist with registration, billing, and funding allocation
- Maintain, record, and track DOL required program documentation
- Answer questions and provide solutions for organizations and apprentices
- Perform program audits and act as NYSDOL liaison on behalf of the company

MACNY's commitment to our manufacturing community's success is demonstrated by the depth and breadth of our apprenticeship offerings and services. Together our ongoing efforts will result in distinctive career pathways and a robust worker pipeline for NYS manufacturers.

If you're interested in learning more about NYS DOL Registered Apprenticeship, and the services MACNY can provide, please contact Laury Ferguson at lferguson@macny.org or 315-474-4201 x49.