



Tina Berger
Director of Talent Development
FloridaMakes

Apprentice Administrator

Mission

Improve the productivity and technological performance of Florida's manufacturing sector.

FloridaMakes is a statewide, industry-led, public-private partnership operated by an alliance of Florida's regional manufacturers associations with the sole mission of strengthening and advancing Florida's economy by improving the competitiveness, productivity and technological performance of its manufacturing sector, with an emphasis on small- and medium-sized firms. FloridaMakes is the official representative of the Manufacturing Extension Partnership (MEP) National Network in the state of Florida, a program of the National Institute of Standards and Technology, an agency of the U.S. Department of Commerce.

PART OF THE  MEP National Network™





Core Services



Enterprise Assessment



Business Growth & Innovation Services



Technology Acceleration



Export & International Market Development



Workforce Training & Development



Supply Chain Optimization



Process Improvement



Sustainability

OUR SERVICES

The network provides services to manufacturers of all sizes across Florida focused on three principle value streams:

- technology adoption
- talent development
- business growth

Strategic Objectives

- Deliver high-impact products and services
- Increase the size and value proposition of manufacturers' networks
- Improve the efficiency & effectiveness of Florida's manufacturing ecosystem
- Increase statewide awareness of the importance of manufacturing

www.floridamakes.com

The screenshot shows the top portion of the FloridaMakes website. At the top left is the FloridaMakes logo, which includes the text "FloridaMakes" and a stylized graphic of the state of Florida in green, yellow, and red. To the right of the logo are navigation links: a magnifying glass icon for search, "NEWS", "EVENTS", a search box containing "FLORIDA MANUFACTS", and social media icons for Facebook and LinkedIn. Below the navigation is a dark horizontal bar with white text for "WHAT WE DO", "WHO WE ARE", "RESULTS", "CONTACT US", and "CALL US 407.450.7206". The main content area features a large background image of a worker in a yellow hard hat and safety glasses. Overlaid on the left side of this image is the heading "WHAT WE DO" and a paragraph of text: "FloridaMakes is a service designed to strengthen Florida's manufacturing companies. We're created BY manufacturers, FOR manufacturers, so we understand the unique needs facing manufacturing firms." Below the main image is a horizontal strip of four smaller, semi-transparent images: a blue gear, a red person's face, a green person's face, and a blue person's face.



FloridaMakes STATEWIDE TEAM

Contact Your Business Advisor

South-Central Florida

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South Florida

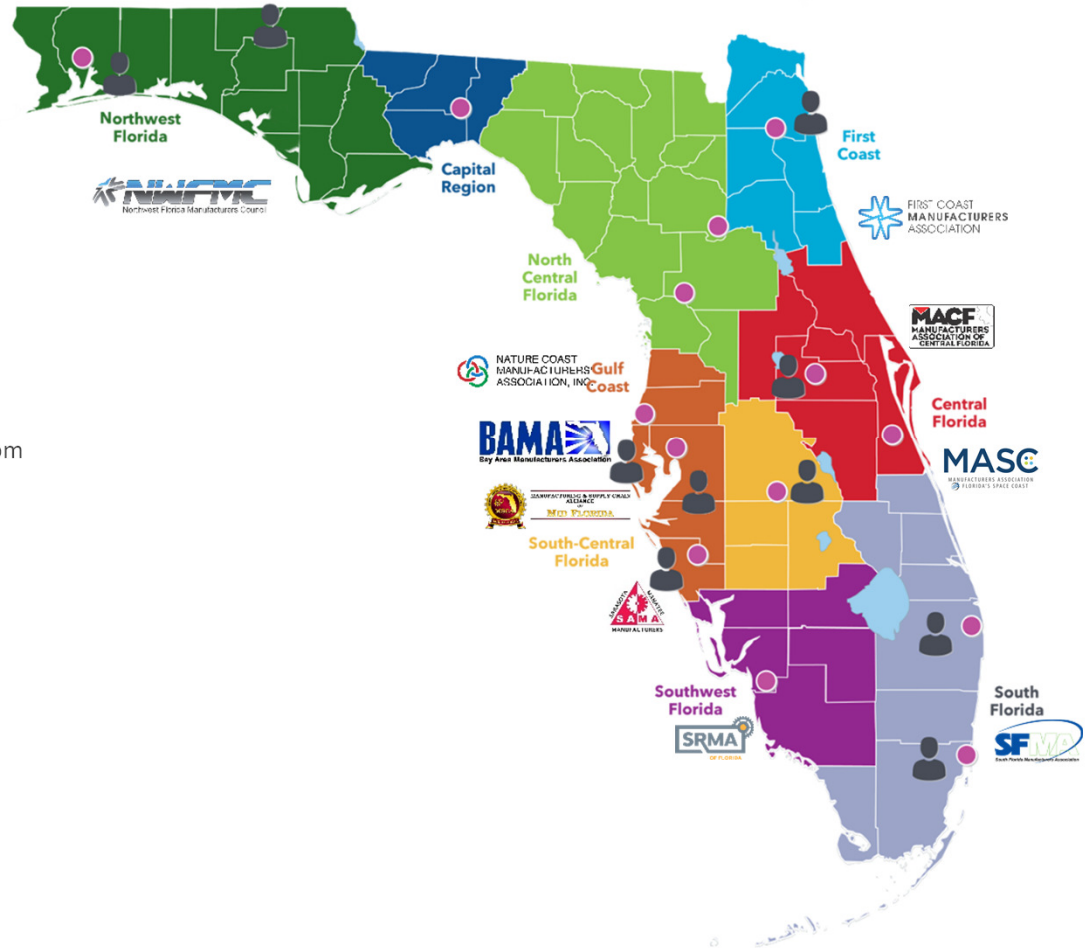
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TODAY'S DISCUSSION

- What is the IMT Apprentice Program
- How it came to be
- Benefits of the online program
- Process of enrollment
- How CareerSource can assist



THE FIVE KEY COMPONENTS

To ensure Registered Apprenticeships are high-quality and meet the needs of both employers and apprentices, programs must have these elements:

1. **Business Involvement:** Employers are the foundation of every apprenticeship program.
2. **Structured On-The-Job Training:** Apprentices receive training from an experienced mentor.
3. **Technical Instruction:** Online, at the job site, classroom based or a combination.
4. **Wage Increases:** Apprentices receive increases in wages with demonstrated gains in skills and knowledge.
5. **Certificate of Apprenticeship Completion:** Industry-recognized credential certifying apprentices are qualified for the job.



WHY APPRENTICESHIP

Preparing your business for tomorrow means finding the skilled team you need today.

- Registered Apprenticeships provide the opportunity to custom train a ready workforce to better prepare for future needs and growth.
- Apprentices earn while they learn, gaining skills that enhance your bottom line.
- Once established, apprenticeship programs reduce turnover rates, increase productivity, lower the cost of recruitment and increase safety in the workplace or job site.
- For every dollar spent on Registered Apprenticeships, employers see an average return on investment of \$1.50. 97% of participating employers recommend Registered Apprenticeship as a training model.



STANDARDS OF APPRENTICESHIP



**FLORIDAMAKES ADVANCED MANUFACTURING
APPRENTICESHIP PROGRAM, GNJ**

2020-FL-78138

REGISTERED BY

**FLORIDA DEPARTMENT OF EDUCATION
DIVISION OF CAREER AND ADULT EDUCATION
APPRENTICESHIP SECTION**



ENTRY LEVEL REGISTERED APPRENTICE MODEL

Industrial Manufacturing Technician (IMT)

ONet Code 17-3029.09

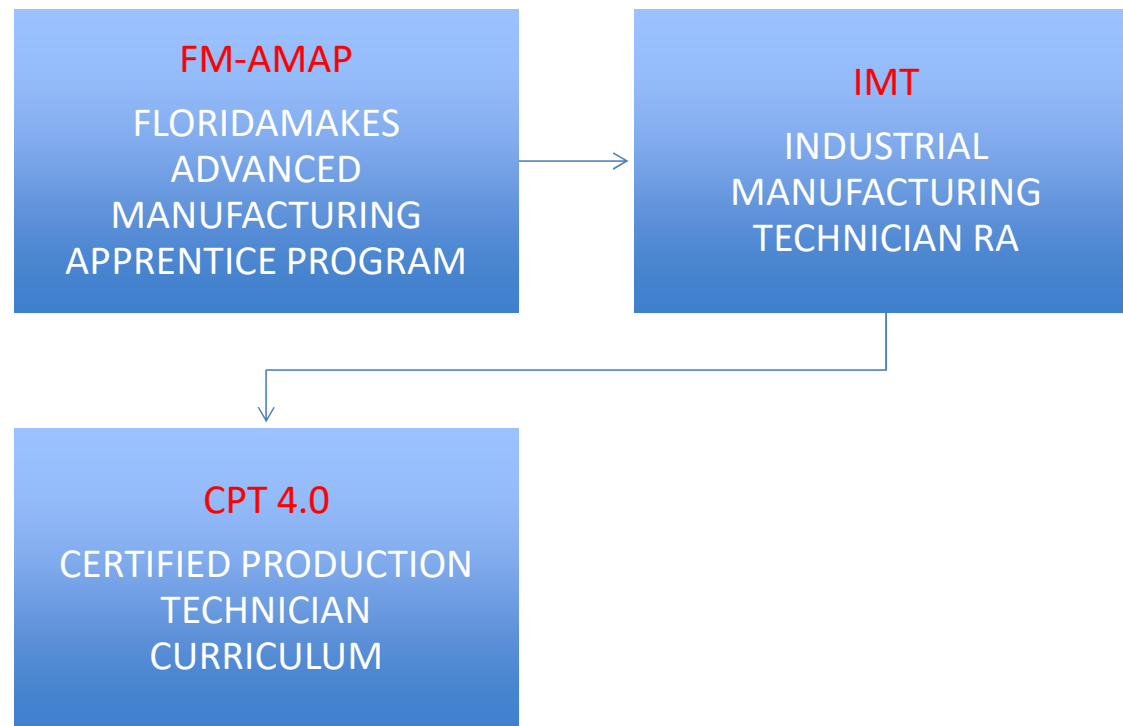
In November 2014, US Department of Labor Office of Apprenticeship (DOL/OA) officially registered the IMT occupation. It is used by companies as the foundation for a U.S. DoL Registered Apprenticeship (RA). It is available only to full-time incumbent workers.

RA program is divided into two segments, Certified Production Technician 4.0 online curriculum Related Training (RT) and company location-based On-the-Job Learning (OJL) .

MSSC partnered with educators, workforce agencies, and the manufacturing industry to create the Certified Production Technician 4.0 courses related training for the Industrial Manufacturing Technician program



SO MANY ACRONYMS?



WHAT IS THE IMT?

The Industrial Manufacturing Technician is a competency-based hybrid registered apprenticeship in the state of Florida that provides production workers with the knowledge and competencies using the Certified Production Technician curriculum needed in the advanced manufacturing environment.

The **200 online curriculum hours; 2,000-hour apprenticeship on the job training** provides a guided training program for workers in their work environment to:

- Set up, operate, monitor and control production equipment
- Help improve manufacturing processes
- Understand manufacturing as An integrated business system
- Efficiently and safely manage raw materials/consumables

Program Cost:

- Regional Manufacturer Association member: \$950 tuition per apprentice
- Non-Member Fee: \$1200 tuition per apprentice

Does not include Assessment testing for Certified Production Technician certification (\$240)



IMT PROGRAM ADVANTAGES

Online on-demand

No travel to a college or vocational school

Apprentices proceed at their own pace

Learning applied skills on the equipment at their place of employment

National Certified Production Technician Certification

Articulates to more skill's specific RA programs

CPT certification articulates to 15 college credits if they continue towards a degree

Attractive to women and underrepresented populations



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JVB1 Maybe add floridamakes.com/talentdevelopment here?
James Vanden Bosch, 6/17/2020

ENTRY LEVEL REGISTERED APPRENTICE MODEL



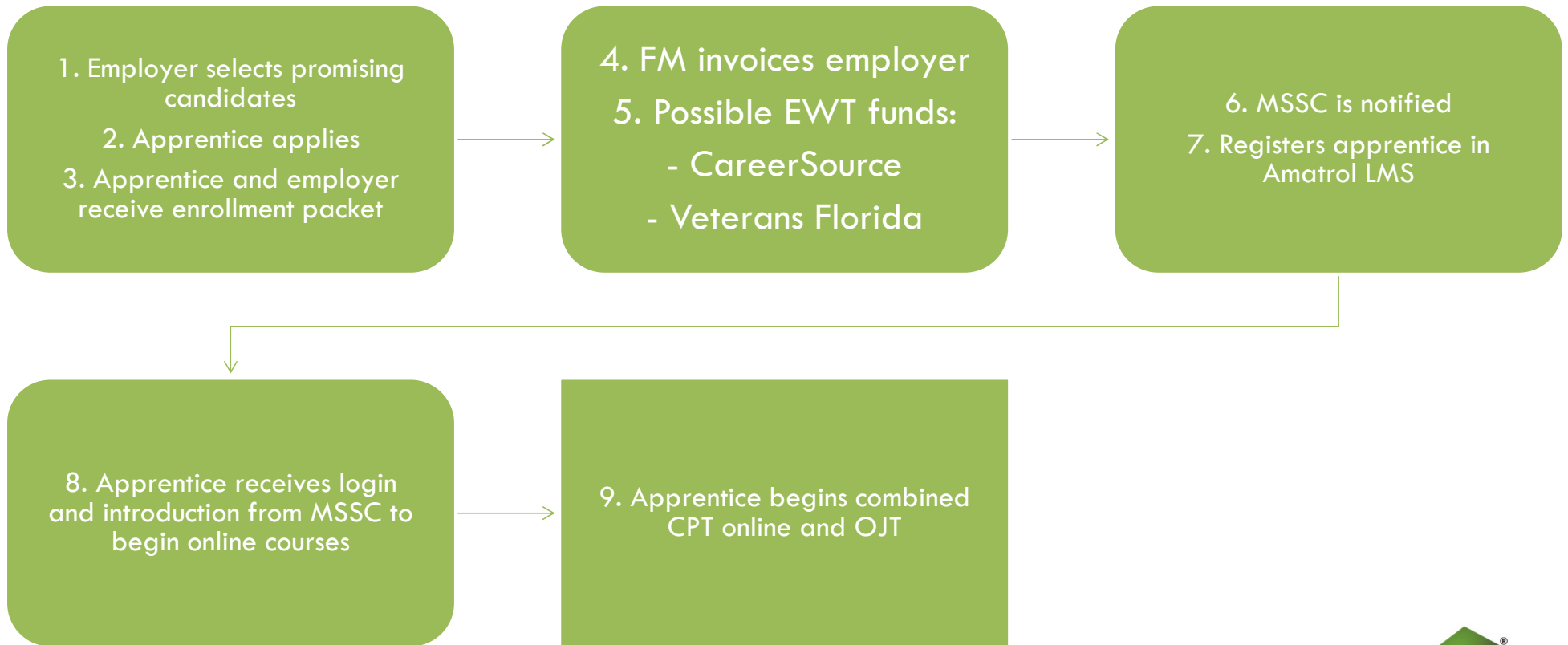
Combination of online instruction vs. Classroom and on the job training relevant to your facilities needs

Apprenticeship is time proven concept of learn and earn programs

Online instruction related to entry level manufacturing occupations

Encourage employees who need flexible schedules to start on a promising career path

ENROLLMENT PROCESS



Apprentice Name: _____
Mentor/Journeyman Name: _____
Company Name: _____
Start Date: _____ **Completion Date:** _____

WORK PROCESS AND RELATED TECHNICAL INSTRUCTION

WORK PROCESS SCHEDULE: The Apprentice and Mentor will track and note date of competency assessment throughout the year of on the job training. This detail must be kept as part of the Apprentice file to show skills gained at completion of the program.

Occupation: Industrial Manufacturing Technician

O*NET CODE: 17-3029.09

RAPIDS CODE: 2031CB

JOB FUNCTION 1: Protect self and other workers from accidents and injuries	Supervisor or Instructor	Date Completed
A. Follow employer safety requirements, including the consistent and proper use of protective clothing and personal safety devices		
B. Maintain a clean and orderly workplace, storing chemicals and corrosive or combustible materials properly and disposing of waste products according to company policies and local/federal laws and regulations		
C. Use, store and maintain hand-tools properly to eliminate trip hazards, injury, electrocution or damage		
D. Lift supplies and materials using proper body mechanics and assistive devices, such as hoists, lifts, forklifts and straps		
E. Report and respond promptly, safely and appropriately to emergency or hazard situation and troubleshoot any issues that may arise		
F. Use lock-out/tag-out procedures when working with appropriate tools and equipment		

JOB FUNCTION 2: Accurately and properly interpret production specifications in order to set up/plan for production run	Supervisor or Instructor	Date Completed
A. Outline operational sequence and steps in production process; identify points of transition between different employees or machines in the production area and impact on downstream production		
B. Identify and obtain the appropriate raw materials for use in production		



RELATED TECHNICAL INSTRUCTION : This instruction plan has been accepted by the State of Florida Office of Apprenticeship as the required on the job training component to the IMT Apprenticeship training. The Apprentice and Mentor will work together to ensure that the apprentice has a clear understanding of the related job functions mirroring the online curriculum but applied in the actual work place. Apprentice and Mentor should review each section of the Instruction Outline in coordination with the online instruction. Use this form to track and note date of competency assessment throughout the year of on the job training. This detail must be kept as part of the Apprenticeship file to show skills gained at completion of the program. There is no required flow for the training. Each employer will establish internal priorities of focus as part of the training plan,

RELATED TECHNICAL INSTRUCTION OUTLINE

Occupation: Industrial Manufacturing Technician

O*NET CODE: 17-3029.09

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Safety procedures

1. Locate and use Safety Data Sheets (SDS)
2. Understand company first aid or first response procedures
3. Understand material handling techniques to safely move materials
4. Respond proactively to a safety concern and document occurrences
5. Know where to find emergency exits
6. Understand various emergency alarms and procedures
7. Understand clean-up procedures for spills
8. Understand lock out/tag out requirements
9. Inspect work area and report possible safety risks
10. Understand machinery and equipment safety functions to determine if all safeguards are operational
11. Understand safety procedures in case of smoke or chemical inhalation
12. Follow procedures for handling hazardous material
13. Develop safety checklists
14. Follow equipment shutdown procedures
15. Perform leak checks to determine if toxic or hazardous material is escaping from a piece of equipment
16. Understand proper and safe installation techniques as described in manuals, checklists and regulations



BENEFITS FOR OPERATIONS/TRAINING MANAGER

- More instructional design expertise -MSSC
- Scalable (more employees, shifts, locations, etc.)
- Train with consistency/standard training
- Saves time for other training
- Lower costs
- Courses updated by industry experts
- Part of blended learning solution
- Use as performance support
- Eliminate /reduce travel, carbon footprint
- Competitive advantage—career paths, etc.



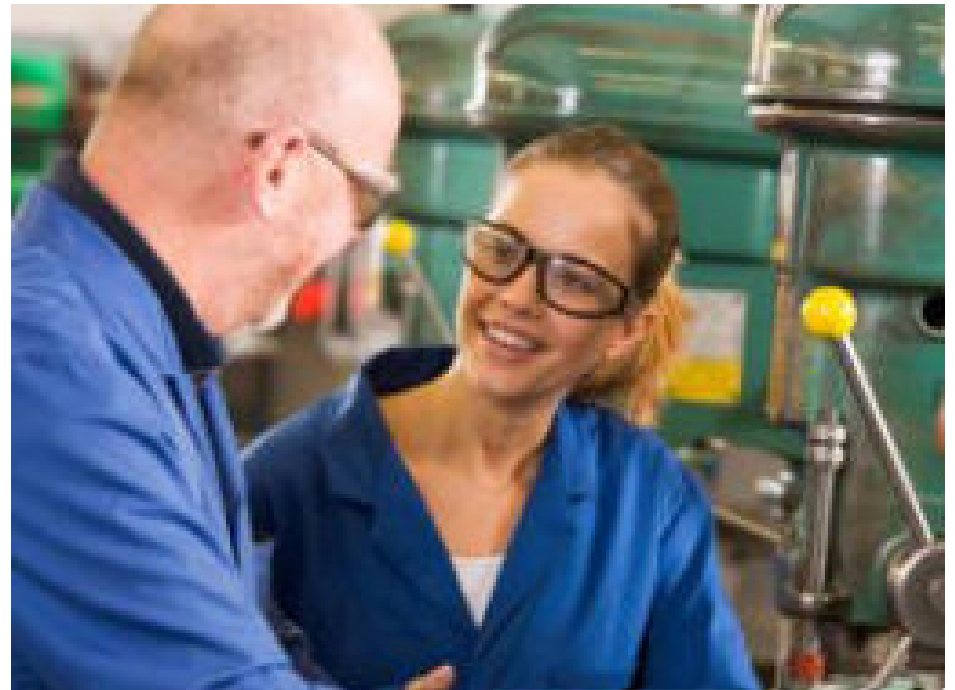
EMPLOYER RESPONSIBILITIES

- Promote program internally to employees
- Identify a Mentor
- Identify 1-2 Apprentice candidates
- Provide a guided range of work process experiences in accordance with agreed upon training
- Provide on-the-job learning instruction and competency assessments
- Provide feedback on apprentices' progress
- Minimal cost of tuition- many grant resources exist to offset these costs



BENEFITS FOR EMPLOYEES

- Complete training on own schedule
- Complete training at own pace
- “Safe place” to practice and get something wrong
- Leaves more one-on-one training time for skill development
- Presents opportunity for elective-based training
- Makes it easier for worker to “train up” for next job



APPRENTICE RESPONSIBILITIES

- Apply for the program with employer
- Complete Application for employer and program Administrator review
- Complete Apprenticeship Agreement
- Commit to taking course work during off hours
- Maintain Training Journal and work with Mentor to achieve competencies
- Identify MSSC Testing Center or ProctorU to take CPT Assessment tests for national certification (encouraged not required)



GETTING STARTED

- Understand the IMT Apprentice program
- Discuss the IMT as a training option with your team manufacturing clients
- Notify FloridaMakes Business Advisor to assist you in the process
- Introduce career seekers to this program
- Determine which funding source is the best option

For more information: [FloridaMakes.com/talentdevelopment](https://www.floridamakes.com/talentdevelopment)



UPCOMING WEBINARS:



IMT Launch Webinar

July 7– Learn how IMT addresses entry-level gaps and puts apprentices on a rewarding career path to advanced manufacturing.

Questions

FloridaMakes

407-450-7206

www.floridamakes.com/talentdevelopment

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