



Wisconsin Youth Apprenticeship

Bureau of Apprenticeship Standards
Wisconsin Department of Workforce Development

10/12/2022

YA Program Overview

Program Description

- One- or two- year program, takes place during junior or senior year
- Students work at least 450 hours/year being paid at least minimum wage
- Combines one high school credit or three college credits of related instruction with mentored on-the-job training
- Approximately 70% of school districts participate



YA Program Structure

YA State coordinators:

- Five staff at state level

YA Regional coordinators:

- 36 Regional consortia coordinators or one per consortium

YA local coordinators:

- 104 local coordinators or one per participating school

Wisconsin Apprenticeship Contacts – WI YA Regional Consortia



YA Program Structure

Participating School Districts:

- 321 school districts participate
- 405 high schools participate
- On-site teacher/staff coordinator

Advantages of Localized Model:

- Responsive to local economy
- Selects appropriate education
- Reduces administrative costs



YA Program Structure

YA Regional Consortia:

- Consortia form around one or more school districts
- Each consortium has a designated YA regional coordinator and a steering committee
- The **regional coordinator** typically recruits businesses, may be employed outside of school district



YA Program Delivery



Program Description:

- Each employer assigns a mentor
- Grade Point Average (GPA) is not used as a deciding factor for participation
- Related instruction is local
- Work hours are determined by the employer
- Individualized Education Plans (IEP) can be followed
- Reasonable accommodations are encouraged



Program Design: Standardized Skill Competencies

Driven by Industry

- YA Pathways Modernization

Standardized statewide

- Links to Registered Apprenticeship

Simultaneous work/learning

- Learning Objectives provide the academic base
- Worksite Competencies provide hands on skills/abilities

Flexible instruction delivery

- Local Technical College
- Local High School
- Online



Program Design

Role of DWD/BAS Administration:

- Establishing guidelines and policies for the program
- Working with industry to develop new program areas
- Ensuring development of statewide program curricula guidelines
- Reviewing program and grant applications from interested regional consortia
- Managing the expense reimbursement process and distributing YA grant funds
- Monitoring YA program performance and providing technical assistance
- Issuing certificates to youth apprentices upon program completion



Program Design

Role of Employers:

- Participate in mentor training session
- Interview and hire YA students
- Provide at least 450 hours of on-the-job training per YA student
- Pay YA student at least minimum wage
- Progress reviews
- Comply with Employment of Minors Laws



Program Design

Role of K-12 Education:

- Recruit students
- Coordinate student enrollment
- Integrate YA Program classroom and worksite training in student's education program
- Ensure 450 hours of worksite hours, plus 180 hours of related classroom instruction for each year
- Progress reviews
- Grant high school graduation credit



Program Design

Role of Students:

- Academic skills and attendance
- Progress reviews
- Maturity and responsibility to employer



Program Design

Role of Parents/Guardians:

- Transportation
- Progress reviews



Employment & Training Agreement

- Document signed by all parties
 - Employer - Student - Parent - School - Regional Coordinator
- Wages
- Hours to be worked
- Dates (start date and end date)
- Serves as work permit
- Classifies minor as a student learner



Nervous about hiring Youth?

- **No need to be!** The YA program works closely with DWD Equal Rights Division that administers the Employment of Minor (a.k.a. Child Labor Laws)
- Competencies included in checklists have been approved by DWD Equal Rights Division, Bureau of Investigations
- To learn more about how Employment of Minors' Laws applies to the YA program, visit [Youth Apprenticeship Employment of Minors \(wisconsin.gov\)](http://wisconsin.gov).



Nervous about hiring Youth?

Student Learner Exemption ([Wis. Admin. Code DWD 270.14](#))

- **Work performed in any occupation declared hazardous** is *incidental* to the training and is for intermittent and short periods of time.
- **NOTE: Student Learner status does NOT override the Employment of Minors laws.** The student learner exception *limits the minor* to performing **some hazardous tasks** to an *incidental* (less than 5% of their work time) and *occasional* (not a regular part of their job) basis. ([See Wis. Admin. Code DWD 270.14\(3\)\(f\)](#)).



Nervous about hiring Youth?

WI Employment of Minors Law Resources:

- Questions pertaining to Employment of Minors' Laws?
 - DWD Equal Rights Division, Bureau of Investigations
 - Director, Matthew P. White
 - Email: matthewp.white@dwd.Wisconsin.gov
 - Phone: 608.405.4588
- [Manufacturing & Construction Equipment & Wisconsin's Child Labor Laws](#)
- [Guide to Wisconsin's Employment of Minors Laws](#)



Youth Apprenticeship Modernization



Ensure the YA program competencies meet needs of WI industries

Updated skill checklists



Maximize dual credit

New related instruction guide includes dual credit options



Increase the number of certificates (CTE incentive grant, DPI pathways, etc.)

Career pathway section in the OJL Guide
Certificates vetted with employers



Expand into emerging occupations

Broadband Resident Aide Meeting & Events



Ensure seamless alignment with Registered Apprenticeship

Bridging opportunities in OJL Guide and Related Instruction Guide
Expose the criteria for assessment to clarify the level of performance required



Increase rigor

Certificates and Career Pathways
Emphasis on dual credit
Bring forward the criteria



New YA Pathway

Arts, **Audio Visual Technology**, & Communications:

- Graphic Design
- Pre-Press Operator
- Press and Post-Press Operator
- **New pathway:** Media Broadcast Technician



YA Arts, AV Technology & Communications



Media Broadcast Technician

Youth Apprenticeship

MEDIA BROADCAST TECHNICIAN

Media Broadcast Technician youth apprentices gain foundational skills of set up, operation, and maintenance of equipment used to transmit audio and video for radio or television.

Length of Apprenticeship: One or Two Years

COMPETENCIES

Youth apprentices must complete a total of 8 competencies in year 1. Seven must be from the list below. Second year youth apprentices must complete a total of 8 different competencies in the second year. If necessary, employers can substitute 1 competency per year with another occupationally appropriate skill. That skill should be added to the competency list for assessment.

Competencies
1. Record sound for broadcasting
2. Record video for broadcasting
3. Control audio/video equipment during broadcast
4. Monitor strength, clarity, and reliability of incoming and outgoing signals
5. Adjust equipment to maintain quality broadcasts
6. Operate electronic transmission equipment
7. Diagnose and resolve media system problems
8. Perform minor repairs and cleaning of audio and/or video equipment
9. Edit broadcast materials
10. Prepare recording session area
11. Set up and operate portable field transmission equipment
12. Install, connect, and make cables
13. Assist the installation of equipment
14. Troubleshoot equipment and systems
15. Assist operators through help desk calls
16. Contribute to plan of new broadcasts and installations

POST-SECONDARY PATHWAY OPPORTUNITIES

There are several post-secondary pathway opportunities in this area. The following is a partial list.

- Audio Engineer
- Digital Media Production
- Television and Video Production



Media Broadcast Technician

Youth Apprenticeship
ON-THE-JOB LEARNING PERFORMANCE STANDARDS GUIDE

YOUTH APPRENTICE INFORMATION

Youth Apprentice Name Click or tap here to enter text.	
YA Coordinator Click or tap here to enter text.	YA Consortium Click or tap here to enter text.
School District Click or tap here to enter text.	High School Graduation Date Click or tap here to enter text.

REQUIREMENTS

Level One Requirements

Youth apprentices must complete ALL the items listed below. Check completed areas.

- Year 1 Competency checklist
- Employability Skills checklist (in this OJL Guide) or the DPI Employability Skills Certificate
- Related instruction equal to 1 high school credit or at least 3 college credits
- Career Preparation section (one of the three options; upload certificate if applicable)
- Minimum of 450 work hours

HOURS

Record the hours the youth apprentice worked.

Total Hours Employed	Company Name	Telephone Number
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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YA Arts, AV Technology & Communications

Media Broadcast Technician Pathway

Competencies

1. Record sound for broadcasting
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YA Arts, AV Technology & Communications

Media Broadcast Technician Pathway Employability Skills

1. Develop positive work relationship with others
2. Communicate effectively with others
3. Collaborates with others
4. Maintains composure under pressure
5. Demonstrates integrity
6. Performs quality work
7. Provides quality goods or services (internal and external)
8. Shows initiative and self-direction
9. Adapts to change
10. Demonstrates safety and security regulations and practices
11. Applies job-related technology, information and media
12. Fulfills training or certification requirements for employment
13. Sets personal goals for improvement



Other YA Pathways to Consider

Finance:

- Accounting

Information Technology:

- IT Essential
- IT Network and Security
- IT Software and Application



YA Program Offerings

- Agriculture, Food, & Natural Resources
- Architecture & Construction
- Arts, Audio Visual Technology, & Communications
- Finance
- Health Science
- Hospitality & Tourism
- Information Technology
- Manufacturing
- Marketing
- Science, Technology, Engineering, & Mathematics
- Transportation, Distribution, & Logistics

Areas exploring next few years:

- Business Management & Administration
- Education & Training
- Government & Public Administration
- Human Services
- Law, Public Safety, Corrections & Security



WI Apprenticeship Resources

- **Wisconsin Apprenticeship website**
Wisconsinapprenticeship.org
- **YA Regional Consortiums Directory**
[Wisconsin Apprenticeship Contacts](#)
- **Youth Apprenticeship Employers**
[Youth Apprenticeship Employers \(wisconsin.gov\)](#)
- **Youth Apprenticeship Employment of Minors (Wisconsin.gov)**
[Youth Apprenticeship Employment of Minors \(wisconsin.gov\)](#)
- **Youth Apprenticeship Skill Standards Checklists and OJL Guide Checklists**
[Youth Apprenticeship Skill Standards Checklists and OJL Guide Checklists \(wisconsin.gov\)](#)



Thank You!

If you have any YA questions, please let me know.

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