



# Oregon Bureau of Labor & Industries and Teacher Standards and Practices Commission



## The Oregon Teaching Apprenticeship Glossary of Terms and Frequently Asked Questions

### Term

**Registered Apprenticeship:** A Registered Apprenticeship Program (RAP) is a proven model of apprenticeship that has been validated by the Department of Labor (DOL) or State Apprenticeship Agency. Registered Apprenticeships are known for their structure, rigor, and quality and are designed for organizations interested in receiving the DOL or state seal of approval and funding opportunities made available by DOL. A Registered Apprenticeship program has three components: On-The-Job Training (OJT), progressive wage increases, and related training (classroom instruction).

**Apprentice:** Full-time paid employees who produce high-quality work while they learn skills that enhance their employment prospects. They are paid on a graduated scale; this assures that salary reflects the degree of skill achieved.

**Teaching Application:** Paid Teacher Candidate

**Employer or Training Agent:** Apprenticeship programs require an industry representative or employer to hire and train apprentices. Industry representatives play the most important role in an apprenticeship program, as they work with partners to develop customized work processes and Related Training suited to their needs and employ and mentor apprentices throughout the apprenticeship.

**Teaching Application:** In the case of an apprenticeship in teaching, the school district that employs the apprentice is the employer/training agent. The training agent must be registered with a local joint apprenticeship training committee (JATC) and the Apprenticeship and Training Division of the Bureau of Labor and Industries.

**Joint Apprenticeship and Training Committee (JATC):** These “local committees” are joint labor-management committees charged with creating, administering, and overseeing apprenticeship programs. The JATC is the acting Sponsor of the program.

**New Committee Toolkit:** A document establishing the minimum industry standard for an apprenticeship program. Including the planning, processes, and documentation required to submit a proposal for a new registered apprenticeship program to the Oregon State Apprenticeship and Training Council (Council).

**On-the-Job Training (OJT):** Time spent in the placement working directly with the journey worker/Subject Matter Expert. This can be time spent directly with students or doing other aspects of the job (planning, meetings, etc.) as outlined in the collective



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bargaining agreement.

**Teaching Application:** Clinical Placement, Field Placement, Student Teaching, Residency, Internship. Time spent in the placement working directly with the Subject Matter Expert/Mentor. This can be time spent directly with students or doing other aspects of the job (planning, meetings, etc.) as outlined in the collective bargaining agreement. The Oregon Registered Apprenticeship in Teaching requires a minimum of 2,800 hours of structured on-the-job training with mentoring.

**Oregon State Apprenticeship and Training Council (OSATC):** The governing body that approves new apprenticeship committees, programs, and policies. The council is authorized by statute to oversee local committees and apprenticeship programs and policies and to approve apprenticeship local committee members. It also makes decisions about individual apprentices' registration, discipline, and placement.

**Related Training (RT) or Classroom Instruction or Related Instruction (RI):** An organized and systematic form of classroom/lab instruction designed to provide knowledge of the theory and technical aspects of an apprenticeable occupation. May be provided in-seat or virtual.

**Teaching Application:** An organized and systematic form of classroom/lab instruction provided by the Related Training Providers (Educator Preparation Provider(s) and Community College(s)) designed to provide knowledge of the theory, content, and pedagogical aspects of the Preliminary Teaching License being earned. May be provided in-seat or virtual.

**Related Training Provider (RTP):** The organization that provides the training element of an apprenticeship. They are generally separate from the Training Agent, although larger employers sometimes also act as providers.

**Teaching Application:** Also known as the "Unit." The entity is responsible for the preparation of educators, including a non-profit or for-profit institution of higher education, a school district, an organization, a corporation, or a governmental agency.

**Subject Matter Expert (SME)/Journey Worker:** an individual, such as a journey worker, who is recognized within an industry as having expertise in a specific occupation. If the instructor is a subject matter expert, the submission must include assurances that the instructor has or will have had training in teaching techniques and adult learning styles, which may occur before or within nine (9) months after the apprenticeship instructor has started to provide the related technical instruction.

**Teaching Application:** Subject Matter Expert (SME)/Mentor, Cooperating Teacher. (Roles, responsibilities, and qualifications will be found in the Policies and Procedures of the JATC).

## Frequently Asked Questions (FAQ's)

**What is Registered Apprenticeship?** A Registered Apprenticeship Program (RAP) is a proven model of apprenticeship that has been validated by the Department of Labor (DOL) or State Apprenticeship Agency. Registered Apprenticeships are known for their structure, rigor, and quality and are designed for organizations interested in receiving the DOL or state seal of approval and funding opportunities made available by DOL. A Registered Apprenticeship program has three components: On-The-Job Training (OJT), progressive wage increases, and related training (classroom instruction).

**How long are apprenticeship programs?** The length of an apprenticeship program can vary depending on the employer, complexity of the occupation, industry, and the type of program. The Oregon Registered Apprenticeship in Teaching Framework outlines a three-year path.



**Who is the Sponsor for the Oregon Registered Apprenticeship in Teaching?** The Joint Apprenticeship Training Committee (JATC) serves as the Sponsor.

**What is a Joint Apprenticeship and Training Committee or JATC?** A JATC, or Joint Apprenticeship and Training Committee, is a group of employers and employees that oversee a registered apprenticeship program. A JATC is composed of an equal number of employers with the ability to hire and fire, and employees that are experts in their field. The JATC is responsible for the overall oversight of the registered apprenticeship program, although they often have an administrator that handles the day operation of the program.

**How was the Joint Apprenticeship Training Committee formed?** Partners who submitted a proposal for participation in the original pilot program in the spring of 2023 became the first members of the JATC. Those seeking to train individuals in a particular endorsement under the Oregon Teaching Apprenticeship must apply to join the current JATC as a training agent and follow the established Standards and the Policies and Procedures that have been approved by the Oregon State Apprenticeship Council. The JATC is made up of representatives who employ apprentices and skilled practitioners who train and mentor apprentices.

**Is there more than one JATC in Oregon guiding the Teaching Apprenticeship?** Currently, there is only one JATC responsible for the Oregon Teaching Apprenticeship.

**Can our program accept individuals who do not have their bachelor's degree?** Yes, the program should include coursework to support the bachelor's degree for those who have not already earned it. A Preliminary Teaching License will not be awarded to an individual who has not earned their bachelor's degree.

**Can our program lead to a master's degree?** Yes, the program should include coursework to support the master's degree.

**How do the apprentices receive their instruction?** All apprentices must be enrolled in a Related Training Provider. These related training providers consist of Community Colleges and approved Educator Preparation Programs (EPPs) registered with the JATC. Apprentices will receive the related training required for their preliminary teaching license and endorsement area.

**What is the role of the Educational Services District?** An ESD can serve as a Training Agent or to support the local training agent(s)/employer(s) in their district by providing professional development, oversight, administration, and funding.

**Is there Federal funding provided for the pilot programs?** BOLI will submit a Grant application to the US Department of Labor on behalf of Oregon in the spring of 2024.

**May I use my GYO funds for the Registered Apprenticeship?** Please contact the Educator Advancement Council if you choose to use your funds for that program.

**What are the steps a Training Agent must take to participate in the Oregon Teaching Apprenticeship JATC?** Contact the JATC Administrator Dr. Susan Boe at: [Susan.boe@tspc.oregon.gov](mailto:Susan.boe@tspc.oregon.gov)

**Who directly supervises an apprentice working on the job?** Apprentices are directly supervised (1:1) by a journey worker or subject matter expert/mentor.

**What is the most significant direct cost?** Generally, apprentice wages are the most significant cost. Other costs include developing curricula or materials for training, the cost of tuition from a related training provider (EPP and/or CC), the mentor's time, and equipment suitable for the early stages of training.

**What are the direct benefits to employers?** For the program employer, the advantages for participating in the apprenticeship program include:



- (a) Developing and ensuring a supply of trained, skilled, and knowledgeable employees and supervisors for their school district needs;
- (b) Increasing workers productivity, overall skill levels, and versatility;
- (c) Lessening the need for supervision of employees by developing initiative, pride in knowledge, pedagogy, and consistency in work;
- (d) Continuing to attract a constant flow of qualified employees;
- (e) Reducing barriers to licensure and ensuring a diversified workforce;
- (f) Increasing retention of the workforce with qualified individuals who are invested in their communities.

**What is the Return on Investment (ROI) or Cost-Benefit analysis for an apprenticeship program?**

The following diagram is a good illustration of the ROI for the employer.

