

Work-Based Training

... is a Win-Win

Local talent is the best-kept secret for businesses. SkillSource helps employers find and train great candidates through programs that defray the cost to the business. When we invest in people, we all win.



A tech apprenticeship led Noah to a full time Computer Tech job with Wenatchee School District.



SKILLSOURCE HELPS QUALIFYING BUSINESSES COVER THE COSTS OF TRAINING NEW & EXISTING WORKERS



Client Testimonial

Moses was hired through On-The-Job Training, and it has been awesome. The program paid for a portion of his wages through the training period and this made it possible for us to bring on another employee. He is now a key part of our team and I would absolutely use this program again.

- Steve Ott, Wenatchee Wind



Incumbent Worker Training

- Upgrade training for current workers
- Retain employees & avoid layoffs
- Promote from within for vital roles
- Paid training assistance up to \$4,000 per employee

On-The-Job Training

- Increase skilled workforce
- Increase profitability
- Reduce turnover & training costs
- Wage reimbursement from \$3000 - \$6000

Registered Apprenticeship

- On-the-job learning with related classroom instruction
- Fosters employee loyalty
- Improves employer bottom line

Work Experience

- Trainees gain work readiness & job skills
- Businesses gain job support prior to making a commitment to hire
- Wages paid by SkillSource, \$16.66/hr

Internship

- Occupational skills training for an existing position
- Employers agree to hire upon successful completion
- Training wages paid by SkillSource

more details 

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SkillSource is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Washington Relay Service: 711

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www.skillsource.org



WORK-BASED TRAINING SOLUTIONS



INCUMBENT WORKER TRAINING

Incumbent worker training helps qualifying companies **upgrade the skills of existing employees** to help the company remain competitive, increase profits, and support company growth. Employees with new skills earn higher wages and increase their responsibilities. Train one or multiple employees. SkillSource can pay up to \$25,000 of training assistance per year and up to \$4,000 per employee. Employees must have 6 or more months experience working for your company (exceptions apply for trainee cohorts). SkillSource will help businesses cover training costs. The employer will share 25% or 50% of the cost depending on the size of the firm. This cost share may be met with employee wages during the training.

ON-THE-JOB TRAINING

For many workers, a job is the best teacher. On-the-Job Training (OJT) helps businesses reduce their turnover expenses and increase their skilled workforce. Businesses work with SkillSource to develop the training plan, then interview, hire & train eligible candidates (typically ages 18+) during an introductory period. Through a signed OJT agreement, **SkillSource reimburses the business up to 75% percentage** of the trainee's earned wages during that period. SkillSource also can provide the trainee assistance with tools & equipment, work clothes, childcare, and transportation to ease the cost of transitioning into a new job. Typically, OJT reimbursements range from \$3000- \$6000.

REGISTERED APPRENTICESHIP

Registered Apprenticeship is an employer-driven model that **combines on-the-job learning with related classroom instruction** that increases an apprentice's skill level and wages. Apprenticeship is a flexible training strategy that can be customized to meet the needs of every business. Apprentices can be new hires, or businesses can select current employees to join the apprenticeship program. **SkillSource can help businesses with resources to gain approval of a Registered Apprenticeship** program with the Washington State Department of Labor and Industries. Upon completion of a program, apprentices become journey level professionals with a recognized industry certification.

WORK EXPERIENCE

Work Experience activities are designed to help trainees (typically ages 16-24) **gain the experience they need to demonstrate work readiness skills.** Trainees are placed with a business while SkillSource pays their wages (minimum wage \$16.66/hour) for a designated period of time (usually 200 hours), roughly equaling \$3600. Work Experience may be implemented as a "pre-apprenticeship" type activity and helps the trainee learn about the job, the company and develop job skills. This gives the business an opportunity to learn how interested and capable the trainee is prior to a hiring or ongoing training commitment. SkillSource is the employer of record and covers all required taxes and fees including worker's compensation, unemployment insurance, etc.

INTERNSHIP

Internship provides participants (all ages 16+) **with occupational skills training for an existing position** with a private, public or non-profit business. This activity is appropriate for individuals who have demonstrated pre-employment skills competencies and are ready for occupational training. SkillSource pays a training wage equivalent to the employer's entry level wage for the specific position (200-500 hrs). Upon successful completion, the employer agrees to hire the participant for at least 50% of the SkillSource paid internship hours, provided the intern satisfactorily completes the training, and subject to continued satisfactory job performance. Length of internship training is subject to each individual trainee's skill gap.

