

Apprenticeships provide high-quality, paid on-the-job training and education.

Research | Understand Apprenticeships

Researching is not only important to select your occupation choice, it also is an important part to prepare yourself for the application and interview process. Employers want to know you fully understand the industry and occupation workplace responsibilities, qualifications, and the type of work you will be performing if chosen as an apprentice. The more knowledgeable and prepared you are, the better you will be able to compete for open positions.

- **Apprenticeship Options** -- Discover the many careers that begin with an apprenticeship:
<https://oregonapprenticeship.org/apprenticeship/>
- **Oregon Registered Apprenticeships Video:** https://www.youtube.com/watch?v=F8BEc_RLTD4
- **Oregon Tradeswomen Intro to Apprenticeships Video:**
<https://www.youtube.com/watch?v=Q4GLw8BA23Q>

Age Requirements

Most apprenticeships allow individuals to apply at 18 years of age. However, some more selective and competitive apprenticeship programs may choose older applicants specifically because of their work and additional career/technical education experience.

Choose | Which field is your future?

After you do your research and have all your questions answered select an occupation that matches your interests and career goals. Now you can focus on how you need to prepare for that specific application.

Prepare | What you can do now

Apprenticeship employers say they specifically look for individuals who are dependable, with a strong work ethic, and related job experience. In addition, they like to see education courses in math and career technical courses that are related to the occupation.

Stay engaged while in High School

- ☐ Involvement and attendance at school, extracurricular activities, team sport, or paid job position shows your dependability and leadership skills
- ☐ Grades and class choice matter – do your best work
- ☐ Math Courses (Algebra 1, 2, Geometry with C or better) – most Apprenticeship programs give points for the level of math you have completed.
- ☐ Take Career Technical and/or STEM Courses offered at your high school
- ☐ Job shadow or informational interview opportunities give opportunities to learn more about the trades/occupations you are interested in. This also may give opportunities to build connections with industry professionals.
- ☐ Get your driver's license – employers need to know you can reliably get to job sites
- ☐ Take First Aid and CPR Certifications
- ☐ Stay Drug free – drug testing is required to become an apprentice

Becoming an apprentice takes time and persistence!

Apprenticeship programs are competitive. It is not uncommon for an individual to apply multiple times for apprenticeship opportunities. Depending on the industry and apprenticeship chosen, qualified applicants may wait two weeks or multiple years to be chosen as an apprentice.

Build your Resume during High School and beyond

Building your apprenticeship resume is strategic. It's important to consider the list of points on your apprenticeship application and work to increase your point values to work your way to the top of the list.

- ☐ Career and technical education relating to the occupation and industry at a local community college
 - Apply for the Oregon Promise and take applicable CTE, pre-apprenticeship, writing and math courses at a community college to build your application
 - Apply for the FAFSA/ORSAA financial aid application
- ☐ Pre-Apprenticeship Programs are a great way to gain experience and build your skills in a chose trade. Explore Pre-Apprenticeship options: <https://oregonapprenticeship.org/pre-apprenticeship/>
- ☐ Gain more experience in the field – take a job as a laborer in the industry
- ☐ Continue to look for job shadow or informational interview opportunities
- ☐ Network and get to know people in the industry/occupation you want to join
- ☐ Consider National Guard or military service to develop more specific skills

Apply | Show them you are ready for this opportunity

Understand your Chosen Apprenticeship Application Point System

Employers rank and choose applicants for apprenticeship programs based on a point system. The more points you have, the more likely you will be invited to interview for an apprentice position.

- ☐ Review and study the apprenticeship point system found in apprenticeship postings and note how they rank applications (this may be different for each trade).
- ☐ Oregon apprenticeship postings: <https://oregonapprenticeship.org/search-openings/?occupation>

Prepare for your Apprenticeship Interview

Interviews are designed to give employers the opportunity to get to know you. This is their opportunity (and your opportunity) to decide if you would be a good fit for their company. Do your research ahead of time – know everything you can about the industry, occupation responsibilities, and the company you are interviewing with. Be able to answer:

- ☐ WHY you have applied for this internship, what opportunities you are excited about?
- ☐ What experiences have you had to determine HOW you know you will be a good fit for this position?
- ☐ What are the strengths you will bring to the position?
- ☐ How do you get along with others and follow directions?
- ☐ What is your learning style?
- ☐ How do you plan and organize to meet deadlines?
- ☐ How you solve problems you encounter? Have examples ready.
- ☐ In what ways you are self-motivated, responsible, and dependable without close supervision?