



**ALASKA DEPARTMENT OF LABOR
& WORKFORCE DEVELOPMENT**

APPRENTICESHIP PROGRAM EMPLOYER INFORMATION

**For information or to register
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The Regional Alcohol and Drug Abuse Counselor Training (RADACT) program is the registered sponsor for the Behavioral Health Apprenticeship program by the US Department of Labor. A Behavioral Health provider will receive specific classroom instruction and work 4,000 hours on-the-job training to develop skills as a proficient Behavioral Health Counselor.

Registered Apprenticeship is a highly flexible training and workforce development model that combines on-the-job learning-related instruction and paid work experience. Apprenticeship allows employers to establish the standards of proficiency, while developing a local and loyal workforce.

How does a Registered Apprenticeship program benefit employers?

First and foremost, apprenticeship helps businesses develop highly-skilled employees. Apprenticeship programs also reduce turnover rates, increase productivity and lower the cost of recruitment.

Additional benefits include:

- Customized training that meets behavioral health standards, tailored to the specific needs of employers, resulting in highly-skilled employees.
- Increased knowledge transfer through on-the-job learning from an experienced mentor, combined with education courses to support work-based learning.
- Enhanced employee retention: information is based on existing apprenticeship programs.

- Decreased turnover by strengthening and developing a workforce
- Increased productivity and knowledge transfer due to well-developed on-the-job learning
- High return on investment, apprentices produce while they are learning
- Tailored workforce trained to meet the needs and demands of your organization
- Enhanced pool of skilled workers and effective recruitment tool
- Standardized training throughout the behavioral health field

The Importance of Training

As a Registered Apprenticeship employer partner, you will be responsible for recruiting and leading apprentices as they learn and complete their certifications. They are members of your workforce from day one.

What are my Responsibilities as an employer?

- Be financially responsible
- Have the necessary facilities to assure safe and effective training
- Assure apprentices work under the direct supervision of qualified mentors
- Meet the ratio requirements – Consistent with proper supervision, continuity of employment throughout the apprenticeship, the ratio of apprentices to mentors will be: Two (2) apprentices may be employed at each clinical site that is overseen by one (1) qualified Behavioral Health Clinician or Behavioral Health Professional.
- Employers will designate a “supervisor of apprentices” who is responsible for coordinating training and education of apprentices with RADACT and to provide records of training program to RADACT
- To see that the apprentices are rotated from job process to job process
- Agree to adhere to the program as administered by RADACT, including the selection of apprentices and all Equal Employment Opportunity and Affirmative Action Provisions. Each Participating Employer is responsible for hiring their employees and determining from among those employees who will participate in the apprentice training program. Or may select from the pool of qualified applicants that have been screened by RADACT and are ready for job placement.
- Maintain for a period of five (5) years, a record of each apprentice’s application, selection, education, experience and progress in on-the-job training/work processes and in related classroom instruction. These records will be made available on request to RADACT or Registration Agency upon request.

Employers who do not meet the above qualifications for participation in the apprenticeship program will not employ apprentices registered under the Standards

How does a Registered Apprenticeship program benefit the apprentice?

From their first day of work, apprentices receive a paycheck that is guaranteed to increase as their training progresses. Apprentices also complete a combination of job-related instruction and hands-on training at the job site leading to a nationally-recognized, portable credential.

Other specific benefits include:

- **Hands-on career training:** Apprentices receive practical on-the-job training.

- **An education:** Apprentices receive hands-on training resulting in improved skills and competencies as well as the potential to earn college credit toward an associate's or bachelor's degree.
- **A career:** Once the apprenticeship is complete, workers are on their way to a successful long-term career with a competitive salary and little or no educational debt.
- **National credential:** When an apprentice graduates from a career training program, he or she earns a certified portable credential accepted by industries and employers across the U.S.

How does Registered Apprenticeship benefit the workforce system?

Connecting Registered Apprenticeship with Alaska workforce systems is a win-win partnership. The strategy helps businesses thrive by building a highly-skilled, highly-productive workforce, and it helps job seekers access and maintain stable careers with good wages.



Apprenticeship**USA**

www.dol.gov/apprenticeship/toolkit/index/htm