

BUSINESS APPRENTICESHIP READINESS CHECKLIST

Employers Concerns:	Recruitment Services	Short Term Training	Incumbent Worker Training	Apprenticeships for Talent Development
Employer needs employees immediately for low skill or easy to train roles	X			
Employer is having trouble finding skilled candidates but is willing to spend up to six months training new hires.		X		
Employer has existing staff that would benefit from additional skills training			X	X
Employer has existing training programs in place and may be working with a training provider.		X	X	X
Employer already provides on the job training and may also provide advanced training.		X	X	X
Employer has existing, loyal staff that they would like to train in a different occupation that is in higher demand with a career pathway that would provide the employee with career advancement.				X
Employer has a full understanding of what apprenticeships are and what they will be required to do as a registered apprenticeship sponsor.				X
Employer has growing need for skilled talent but cannot find adequate supply of qualified candidates and is willing to provide long-term training and career advancement for employee				X
Employer understands the value a nationally recognized credential provides to both the employee and the employer's business.				X
Employer is willing to be patient and take the time to set up a registered apprenticeship program with the understanding that this is a long-term, talent development initiative.				X
Employer is willing to invest in their talent by paying for training costs, providing pay increases as skills grow and providing on the job training and mentorship to apprentices.				X
Employer understands that there will be regulations and requirements that will				X

need to be adhered to and is willing to manage an apprenticeship program.				
Employer understands that there may be financial support but is willing to take on this effort regardless of benefits to them financially.				X
Employer is willing to invest in reaching diverse and under-represented populations.				X
Employer is truly concerned about building their employee's skills and giving them long-term opportunities for career advancement.			X	X
Employer has many skilled employees that are nearing retirement age and would like to have them serve as mentors/trainers for new employees.				X