

## Employer Engagement Committee | HUB Meeting—Tuesday, March 31<sup>st</sup>

### Group Breakout Notes- Categorized

#### Program Design | Structure

- Clear program mapping and expectations
- Eligibility requirements (age, education, certifications)
- Readiness assessments (employer & participant)
- Capacity (employer ability to support apprentices)
- Time (actual training timeframe and timeline being accessible for participants)
- Selection process design
- Employer onboarding processes (communication gaps, I-9 access, drug screening)
- Support systems- Mentor, Coach, Journeyworker structure (participant support- internal and external)
- Culture & inclusive workplace environments

#### Registration | Recruitment | Selection

- Maryland Apprenticeship Council policies
- Compliance requirements
- Disabilities (ADA) processes
- Background/justice-involved applicant policies
- Union rules and constraints
- Identification requirements
- Employer willingness to hire
- Recruitment capacity challenges
- Awareness of apprenticeship opportunities (Internal and external)
- Candidate preparedness (rights, disclosures)
- Aptitude testing (prep, tutoring, pre-apprenticeship)
- Inconsistent work history
- Language barriers
- Post-interview feedback gaps

#### Onboarding & Orientation

- Employer onboarding communication gaps
- Orientation structure and expectations
- Mentorship connection

- Documentation requirements
- Participant readiness

#### Data Tracking & Reporting

- Tracking training progress and competencies
- Retention tracking
- Documentation processes
- Reporting expectations

#### Curriculum Development

- Alignment between curriculum and job competencies
- Education requirements (literacy, exams)
- Pre-apprenticeship pathways
- Integration of essential/soft skills

#### Training Materials

- Test preparation materials
- Tutoring support
- Financial literacy training
- Professional development materials
- Computer literacy resources

#### Technology to Support Instruction

- Computer literacy gaps
- Internet access

#### Cross-Cutting Themes

- **Wrap-around supports** (Transportation, childcare, housing, food insecurity etc.)
- **Preparedness** (overall professional development- essential skills training, confidence, communication, financial literacy, education, hiring documentation requirements)
- **Systemic barriers** (policy, unions, employer hesitancy, awareness and capacity)
- **Partnership gaps** (Funding, CBOs, re-entry support, other collaboration opportunities and resource leveraging)