

Right Skills Now

HOW TO GUIDE FOR EMPLOYERS



Right Skills Now (RSN) is a fast-track manufacturing workforce training program designed to provide manufacturers the skilled workers they need. It is part of the National Association of Manufacturers (NAM) – Endorsed Manufacturing Skills Certification System, that includes nationally portable, industry-recognized certifications that are combined with for-credit education program options. These education pathways are directly aligned to career pathways in manufacturing, so students progressing through the programs have the opportunity to earn a national certification with labor market value, college credit towards a degree, and the hands-on technical experience to be successful on the job.

RIGHT SKILL NOW FEATURES

- Clearly defined enrollment criteria
- Industry certifications embedded in training
- Work-Based Learning/Internship component
- College credit option
- Pathway to college certificate and degree
- Can address individual company needs or group of companies with similar needs

HOW IT WORKS

Right Skills Now is a manufacturing sector-based workforce solution which can include a variety of occupations such as CNC machinist. In-demand and hard-to-fill occupations are identified by MAGNET in partnership with employers. MAGNET convenes employers and community college

professionals to identify the core competencies required for the position. A program of study is developed by the college faculty leading to the skill outcomes identified by the employer(s). This will result in a 10-16 week fast-track training program established to meet those needs. Successful completers of the classroom training are provided a resume-building paid internship at sponsoring employer facilities.

Student applicants must meet program eligibility requirements as identified by the college and the participating employers. Successful program completers can earn an industry certification and are provided an opportunity to interview for open positions.

EMPLOYER COMMITMENT

A key component of *Right Skills Now* is employer engagement throughout the process. RSN programs can be designed for one company with several position openings or multiple companies that may have one or two openings that are similar across the participating companies that can be filled over a three to six month period.

Participating employers are expected to:

- Assess their company's positions
- Provide input to curriculum
- Offer a paid internship to students following academic instruction
- Agree to interview program applicants and successful program completers

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NATIONAL CAREER READINESS CERTIFICATE

The NCRC, issued by ACT, is a portable, evidence-based credential that certifies essential skills needed for workplace success. Individuals enrolling in the RSN program are required to take three Workkeys assessments. Students earn the NCRC Bronze, Silver, Gold or Platinum certificate.

- Applied Mathematics
- Locating Information
- Reading for Information

Industry certifications are integral to Right Skills Now. Specific certifications are based on employer workforce needs such as:

- The National Institute for Metalworking Skills (NIMS) sets skills standards for the industry, certifies individual skills against the standards and accredits training programs that meet NIMS quality requirements.

EMPLOYER ACTION STEPS

Once an employer attends an introductory session and agrees to participate in Lorain County Community College *Right Skills Now* CNC Program they are asked to:

- 1.) Identify a Subject Matter Expert to participate in a session to identify skills and knowledge needed for their open CNC positions and a follow-up session to review aligned course content and tentative program schedule.
- 2.) Participate in brief interviews with program applicants and recommend for acceptance. This session will take place at LCCC once a pool of candidates is identified. Expected time: early May.
- 3.) Provide instructional enhancements such as plant tours and classroom presentations throughout the training program, May 18 - July 24. This allows both the company and the students to learn more about each other and how what they are learning applies to the workplace.
- 4.) Provide internship position descriptions, interview students and select at least one individual for placement. Once students successfully complete their academic training, they will be placed in paid 8 week internships from mid-July to mid-September. Students must comply with company hiring protocols including drug testing. Employers are asked to monitor student attendance and performance.

- 5.) Monitor and authorize the student's Credentialing Achievement Record (CAR) required by NIMS based on tasks completed during the internship. Students will be working towards their NIMS Level 1 Lathe or Mill Operator certifications. Employers will be provided a checklist of activities that the intern must be able to perform. Further information will be provided.
- 6.) Interview program completers for open positions at their companies at the conclusion of the internship. Candidates and employers will conduct these interviews as the last step in the *Right Skills Now* process in mid - September. The goal of the program is to employ all successful students by September 30, 2015.

*Employers are asked for use of their company name and/or logo in student recruitment marketing materials as it assists in communicating the urgent need for CNC technicians.

For further information about *Right Skills Now*, contact: Tony Schweppe, Manager of Business Engagement, at Lorain County Community College: aschweppe@loraincountywins.com or 440-366-7665.

ADDITIONAL RESOURCES

INTERNSHIP WAGE SUBSIDY

Ohio Means Internships & Co-Ops (OMIC)

Grant is focused on ensuring the development of new internships and co-ops in Energy, Advanced Manufacturing, Aerospace and Aviation and BioHealth. For-profit companies sponsoring eligible internships will be provided up to \$3,000 in OMIC funds per student. Internship grant funds must be matched with private funds on a one-to-one cash basis.

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INCUMBENT WORKER TRAINING

OhioMeansJobs – LORAIN COUNTY

OMJ – Lorain County's On-the-Job Training (OJT) program assists businesses in training and retaining skilled workers. OJT may be used to train newly hired employees or eligible current employees while engaged in productive work in a job. The program reimburses employers up to 50% of the wage rate of a trainee or \$3,000, whichever is less, for costs of providing the training and additional supervision. Key eligibility factors include: a minimum wage of at least \$9.00 per hour and the trainee should expect at least (30) hours of work each week; and, a current eligible employee should expect a wage gain by the end of the training period or expect an upgrade and a "backfill" with a new hire through OMJ – Lorain County.

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