

Apprenticeship Glossary of Terms

1. **Apprentice:** an individual employed by the participating employer; signed an agreement with the apprenticeship sponsor and the participating employer; providing for on the job training and related technical instruction (coursework). An apprentice is a paid employee who is engaged in both on the job training and credentialed coursework. [Readiness Survey](#)
2. **Apprentice Agreement:** The written agreement between the apprentice, the apprentice sponsor and the participating employer setting forth responsibilities and obligations of all parties to the Apprenticeship Agreement with respect to the apprentice's employment and training under these standards. Each Apprenticeship Agreement must be registered with the Pennsylvania Apprenticeship Council.
3. **Coach:** A workplace coach trained and mentored to provide one on one, on-the-job support for Apprentices. Onsite coach is identified by the employer to supervise an apprentice. The coach must have an equivalent or higher credential than the apprentice. Coaches meet one on one with their assigned apprentice on a weekly basis. Coaches provide oversight of the on the job learning component of the apprenticeship program, consisting of attaining proficiency and mastery of the designated NAEYC competencies.
4. **Employer:** A person or organization that employs an Apprentice.
5. **Institute of Higher Education (IHE):** Apprenticeship approved College, University providing the Related Technical Instruction.

6. **Intermediary:** Designated by the Apprenticeship sponsor, the intermediary serves as the regional program coordinator that organizes and facilitates the Early Childhood Education partnership of employers, Institutes of Higher Education, School Districts, workforce and ECE organizations in a geographic area. Recruit employer partners and collaborate with IHE in preparing and enrolling apprentices. Collaborate with the Apprenticeship sponsor in preparing required documentation that minimizes paperwork for the apprentice and employer. Provide counseling support to Apprentices and TA to employers
7. **Mentor:** The Mentor serves as the guide and role model for the coach. The Mentor supports the Coach with troubleshooting, brainstorming, and planning for the Apprentice on The Job Learning and connections to the NAEYC Competencies. The Mentor provides Master Class Learning Opportunities for Coaches. A mentoring organization provides upfront training for onsite employer coaches and may provide continued support to coaches to ensure that the coaches are implementing on the job learning with fidelity to the NAEYC competencies.
8. **On The Job Learning (OJL):** Competencies learned on the job which the apprentice must be proficient in before a completion certificate is granted.
9. **TEACH (Teacher Education and Compensation Helps) Scholarship:** TEACH works with providers, colleges, and childcare staff to offer scholarship programs and support systems that improve the education and compensation of childcare workers.
10. **Statewide Sponsor** The Apprenticeship sponsor is approved by the Pennsylvania Apprenticeship and Training Council to implement an approved apprenticeship program with an approved set of Apprenticeship Standards. District 1199C Training and Upgrading Fund is approved as a statewide sponsor of the Pennsylvania Registered Apprenticeship Early Childhood Career Pathway program. This is a Multi-Group (which means multi-employer) apprenticeship program with partnering Institutions of Higher Education that welcomes employers and apprentices from across the Commonwealth of Pennsylvania

competencies as the organizing framework for standardized on the apprenticeship's instructional program, aligning on the job learning competencies with the related technical instruction coursework provided by participating educational institutions.

11. **Career Pathway** The Pennsylvania ECE Registered Apprenticeship Early Childhood Career Pathway program seeks to establish a seamless pathway from Career and Technical Education (CTE) high school programs to technical credential (CDA) to the Associate's Degree and Bachelor's Degree with teaching certification, PreK to 4.
12. **Hybrid Apprenticeship Program** There are three types of apprenticeship programs, those that are strictly time-based, those that are strictly competency-based, and hybrid programs. The Pennsylvania ECE Registered Apprenticeship Program is a hybrid program, requiring that apprentices both meet hours of participation and attain the designated NAEYC competencies.
13. **Wage Increases** Apprenticeship programs are required to provide increased wages as apprentices progress. As a hybrid apprenticeship program, the Pennsylvania ECE Registered Apprenticeship Program requires wage bumps at identified benchmarks based on attainment of participation hours and competency attainment. The benchmarks for when wage bumps are provided is determined for each student cohort. Each employer determines the amount of the wage bumps for their apprentices.
14. **RTI** (Related Technical Instruction also known as Related Instruction) – Approved classroom instruction offered by IHEs or other education providers.
15. **NAEYC Standards (Competencies)** The Pennsylvania ECE Registered Apprenticeship Program uses the 10 standards established by the National Association for the Education of Young Children as the basic competency framework for both on the job learning and related technical instruction. The NAEYC standards specify essential competencies that are considered the hallmark of quality early learning programs serving young children birth through kindergarten.