

Mrs. Langlois - Workplace Learning Coordinator

The primary function of the Workplace Learning Coordinator is promote, place and monitor Horlick High School's students in a Youth Apprenticeship or a Co-Op.

I DO NOT HELP STUDENTS WITH TRADITIONAL JOB SEARCHES & EMPLOYMENT

What is a Youth Apprenticeship?

From the DWD (Department of Wisconsin Development) website - Youth Apprenticeship (YA) integrates school-based and work-based learning to instruct students in employability and occupational skills defined by Wisconsin industries. I get you career ready!

Why Choose a Youth Apprenticeship over a traditional School Work Program?

Students who complete the YA program receive a high school diploma, a state Certificate of Occupational Proficiency, and credits toward an associate's degree. With these certificates, and increased knowledge and skills about a career field, students are prepared for their next steps - whether that is college, employment, an adult apprenticeship program, or combination of those next steps.

How Do I Find a Job?

I work closely with RAMAC (Racine Area Manufacturing and Commerce). RAMAC pairs the employment needs of local businesses with the student's aligned pathway to create a Work-Based Learning opportunity, otherwise known as a Youth Apprenticeship. They find the job for you! However, the first requirement is that the job is aligned with your selected pathway.

How Do I Know if a Job is Available?

RAMAC will notify us (Workplace Learning Coordinators) at each of the three High Schools - Park, Horlick, and Case of a potential job opportunity. I then reach out to that Pathway Academy - Business, Tech Services, Culinary Arts, Education, Health Services or Aviation - of the opening(s). I will request resumes of those students who the instructors feel would be a good fit for that job. Once I receive the resumes, they are sent off to the prospective employer. At that time, the employer will begin the interview process as they see fit. **I DO NOT HAVE ANY PART OF THE HIRING PROCESS!** I can certainly assist in the preparation process such as resume assistance, mock interviews, etc.

What Do I Do if I Am Interested?

The first couple of steps should include letting your Pathway Instructors know that you are interested in a Youth Apprenticeship. You are also encouraged to come up and speak to me directly. I am located in Room 329. It is **STRONGLY** advised that you have a current resume ready if an opportunity comes up. If you do not have one or need assistance with one, you can speak with myself or your Academy Instructors. From there, continue to excel in your classes and we'll continue to look for jobs that will be a great fit for everyone!

Can I Work While I Wait For a Youth Apprenticeship Opportunity?

Absolutely! There is no reason why you can't work! Whether you are currently working or actively looking for work, you'll still want to stop in and let me know if you're interested. There MAY be an opportunity to place you in a Youth Apprenticeship at your current job!

What Happens After I Am Hired Within a Youth Apprenticeship?

There are certain requirements that we will have to fulfill in order to complete the Youth Apprenticeship. We will perform weekly progress checks to make sure you're progressing. We will also visit your employer from time to time to ensure they are satisfied with your performance. There are a minimum number of hours you will need to work during the program. If selected for a Youth Apprenticeship, it is **ABSOLUTELY ESSENTIAL** that you are **reliable, responsible and trust-worthy**. Collectively, there is a lot of time spent building relationships with these businesses. If an employer is having poor experiences with students, they may elect to longer participate in the YA program which limits the number of jobs available.

Our sole purpose is to get you ready for your next chapter after high school!

If you have any questions, please stop in, call or email me at any time.

Mrs. Marnie Langlois - Horlick High School Workplace Learning Coordinator - Room 329

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