



Developing Entry-Level Employees

Presentation by
Ron Reichen and Gene Lopez
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Objectives

- How to establish a relationship with a local career and technical school or college
- Career Fairs as Marketing events
- How to establish and administer an apprenticeship program in conjunction with the school



Getting started

- Read I-CAR Education Foundation “How-To” Handbook online at www.ed-foundation.org
- Contact local community college or local trade school department head.
- Discuss skill sets that students need to enter job market.
- Outline curriculum required to achieve skill sets.



Career marketing event

- Testimonials from students who have been through program and working in facility
- Emphasize breadth of opportunity
 - ◆ Repair, estimating, management, etc.
 - ◆ Pathway to other industries
 - ◆ Sales
 - ◆ Insurance
 - ◆ Vehicle Manufacturers



Career Exploration

- Schools, community projects, NHRA
- No. 1 opportunity for them
- No. 2 opportunity for us (they will wreck a car before they are 25 years old)
- Offer the opportunity
- Be a mentor



Establishing an apprenticeship program

- Preparing school, student and mentor
- Introduction to the facility
- On-going feedback
- Successful apprentices become mentors



Year 1

- Basic training of entry level tools & related safety requirements, i.e.: hand tools/small power tools/basic welding/shrinking/bolt-on replacement parts/beginning dent removal theory.



Year 2

- Entry-level technician works with team in the repair facility
 - ◆ Focus apprentice work on processes complimenting what they learn in school



Success

- ◆ Students who have completed the apprenticeship and have achieved journeyman status have also become manufacturer certified on specific product lines
- ◆ Graduates have become mentors to new apprentices



Challenges

- ◆ Students want to progress to next level before they have mastered present level
- ◆ Short 20 students vs. demand from facilities participating



“Ideal” classroom challenges

- ◆ Schools need to balance equipment needs vs. entry-level training requirements
- ◆ One perfect scenario defeats another’s purpose
- ◆ Get widespread local industry involvement