

Apprenticeship Partners FAQ

What is the Apprenticeship Program?

The Maryland Direct Support Professional Apprenticeship Program is a statewide initiative that aims to increase Maryland's Direct Support Professional (DSP) workforce through the apprenticeship model. As a registered apprenticeship program with the Maryland Department of Labor, participants **receive a combination of paid on-the-job training and classroom instruction** within Direct Support Professional service positions, while earning professional certifications through the National Alliance for Direct Support Professionals (NADSP) and the Department of Labor (upon completion).



What are the Participating Employer Responsibilities?

- ▶ Refer existing employees to participate in the apprenticeship program
- ▶ Hiring referred apprentices, after they have passed the partner employer's internal vetting process
- ▶ Maintain work records (work hours and pay) for all apprentices and provide information as requested to apprenticeship program
- ▶ Refer potential employer partners to the apprenticeship program
- ▶ Provide an updated Employer Acceptance Agreement Supplemental Form as requested (Annually or semi-annually)
- ▶ Must adhere to the progressive wage schedule set by the apprenticeship program (must provide wage increase to DSPs)



How does an employer become a partner?

- ▶ Express interest
- ▶ Complete required employer partner documentation
- ▶ Receive approval through the Department of Labor



How should Partner Employers Support internal apprentices?

- ▶ Provide feedback regarding on-the-job performance
- ▶ Support apprentice's success in designated service area
- ▶ Help to ensure apprentice can participate in monthly training sessions



Who qualifies to be an apprentice?

- ▶ Existing Employees in a Direct Support Professional position
- ▶ Must be at least 18 years of age, or 17 years of age with parent/guardian permission
- ▶ Must have a high school diploma or GED, unless participating in the school to apprenticeship model
- ▶ Must be able to perform all job duties (with reasonable accommodations)
- ▶ Must have reliable transportation (personal or public), state issued ID/ school ID



Contact

Email: DSPapprentice@humanim.org

Program Administrator: Charles Hicklyn
Chicklyn@humanim.org



Learn More

humanim.org/careers/dsp-apprenticeship-program

