

# Retaining Apprentices



**Mentorship and taking the time to teach apprentices is key to retaining them.** We've asked apprentices what would make an employer attractive to them and "a journeyman willing to teach them" on-the-job was the number one response. Employers who champion apprenticeship shared their tips and strategies for creating a high-quality training experience for apprentices.

## Engage an Effective Journeyman Mentor

An effective journeyman mentor is someone who has these qualities:

- **Positive attitude toward work and training** Enjoys their job and recognizes the value of training
- **Personal mentoring ability** Provides effective support and guidance to apprentices to facilitate learning and development
- **Interest in training and development** Wants to play a critical role in training the future workforce
- **Patience** Is willing to take the time to support apprentices
- **Reputation** Has a reputation and track-record for safety, strong work ethic and skill
- **Leadership skills** Models positive work practices such as good communication skills
- **Respect** Recognizes the value of apprentices in the workplace

## Implement High Quality Training

On-the-job apprenticeship training best practices include:

- **Offer journeyman training prior to mentoring** Provide the fundamental skills and knowledge associated with the mentoring process as well as an understanding of the training standards
- **Establish schedules and criteria for performance evaluations and assessments of apprentices** Ensure that apprentices are learning and developing at the required level and rate
- **Regularly monitor task lists and / or log / blue books throughout the apprenticeship period** Make sure that apprentices are gaining exposure to critical trade tasks
- **Clearly identify learning objectives and outcomes for apprentices** Help mentors provide meaningful learning opportunities and training on-the-job
- **Ensure exposure to a range of learning opportunities** Give apprentices a variety of tasks so they are well-rounded in their knowledge of the trade

### LEARN MORE

Visit the **Skilled Trades Network** to discover more tips and resources on topics such as:

#### Why Hire Apprentices

Apprenticeship is a human resources strategy that many skilled trades employers consider a "no brainer" when it comes to their business requirements.

#### Mentoring

A crucial element to effective apprentice retention is mentoring. At its core, effective mentoring is about making a commitment to provide meaningful training experiences.

#### Financial Incentives

Governments at the federal and provincial / territorial level offer a number of financial incentives to help employers who hire and train apprentices.

