

Types of Work-Based Learning Reference Sheet

Work-based learning (WBL) is a formal arrangement between an employer, candidate, and workforce development entity to provide paid employment. WBL involves upskilling and training a candidate.

Types of WBL:

1. On-the-Job Training (OJT)
2. Incumbent Worker Training (IWT)
3. Transitional Job (or Work Experience)
4. Pre-Apprenticeship and Apprenticeship



On-the-Job Training

Meaning	Key Characteristics
An OJT is a contract between an employer, employee, and workforce development office to provide reimbursement for wages paid to a hired candidate, who requires training.	<ul style="list-style-type: none"> ✓ Training in technical or hard skills typically ✓ Contains eligibility and compliance requirements ✓ Complexity (O*NET zone) determines the timeframe and wage
Notes or Questions	



Incumbent Worker Training

Meaning	Key Characteristics
An IWT is when the workforce development entity works with an employer to upskill an employee by paying a training provider directly to train or certify the employee.	<ul style="list-style-type: none"> ✓ Training provider paid directly ✓ Candidate needs advanced training ✓ Used for existing (“incumbent”) employees, sometimes in cohorts
Notes or Questions	





Transitional Job

Meaning	Key Characteristics
<p>A Transitional Job (or Work Experience) is when an employer provides temporary employment for candidates who have very limited work experience (for example, youth) or other barriers, who could benefit from work experience to build their resumes.</p>	<ul style="list-style-type: none"> ✓ Temporary period of time (for example, several months) ✓ Minimum wage requirement ✓ Hiring is encouraged but not required ✓ Can be a link or step to further employment ✓ Private sector version of CWEP
Notes or Questions	



Pre-Apprenticeship and Apprenticeship

Meaning	Key Characteristics
<p>A pre-apprenticeship leads up to where candidate can start an apprenticeship; typically, a pre-apprenticeship is grant-funded and run by secondary or post-secondary institutions, in order for the candidate to obtain baseline credentials for the apprenticeship.</p> <p>A registered apprenticeship is a training program which involves both classroom and on-the-job training according to federal guidelines.</p>	<ul style="list-style-type: none"> ✓ A technically skilled occupation ✓ Includes on-the-job training (approximately 2,000 hours/year) ✓ Approximately 144 hours of classroom training ✓ Incremental wage increases ✓ Each apprentice receives multiple mentors <p>Historically, apprenticeships have been in trades, with unions. However, today's apprenticeships are more diverse and can be in various industries, with or without unions.</p>
Notes or Questions	