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GOV. GREG GIANFORTE



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HUMAN RIGHTS COMMISSION

BOARD OF PERSONNEL APPEALS

SEE ATTACHED LIST OF BOARDS & PROGRAMS

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ACCOUNTING SERVICES BUREAU

FISCAL MANAGEMENT BUREAU

OFFICE OF ADMINISTRATIVE HEARINGS

Professional & Occupational Licensing Bureau Boards

ALTERNATIVE HEALTH CARE	ELECTRICAL	OUTFITTERS	REAL ESTATE APPRAISERS
ARCHITECTS & LANDSCAPE ARCHITECTS	FUNERAL SERVICES	PHARMACY	REALTY REGULATION
ATHLETIC TRAINERS	MASSAGE THERAPY	PHYSICAL THERAPY EXAMINERS	RESPIRATORY CARE PRACTITIONERS
BARBERS & COSMETOLOGISTS	MEDICAL EXAMINERS	PLUMBERS	VETERINARY MEDICINE
BEHAVIORAL HEALTH	NURSING	PROFESSIONAL ENGINEERS & LAND SURVEYORS	SPEECH LANGUAGE PATHOLOGISTS & AUDIOLOGISTS
CHIROPRACTORS	NURSING HOME ADMINISTRATORS	PSYCHOLOGISTS	
CLINICAL LABORATORY SCIENCE PRACTITIONERS	OCCUPATIONAL THERAPY PRACTICE	PUBLIC ACCOUNTANTS	
DENTISTRY	OPTOMETRY	RADIOLOGIC TECHNOLOGISTS	

Other Attached Boards & Commissions

STATE WORKFORCE INNOVATION BOARD	WORKERS' COMPENSATION COURT	OFFICE OF ADMINISTRATIVE HEARINGS
HUMAN RIGHTS COMMISSION	BOARD OF PERSONNEL APPEALS	UNEMPLOYMENT INSURANCE APPEALS BOARD



Jobs for Montana's Graduates

2022-2023 Highlights:

- 1,654 Students Served
 - 300 American Indian Students Served
 - 97% graduation rate (statewide avg: 85%)
 - 60 Schools Participating with 73 Models
 - National "6 for 6" Award: among the highest achieving states in the metrics of employment rate, full-time employment, total full-time positive outcomes, connectivity rate, and further education rate.
-

Model Types:

- High School
 - Middle School
 - College
 - Out-of-School
-

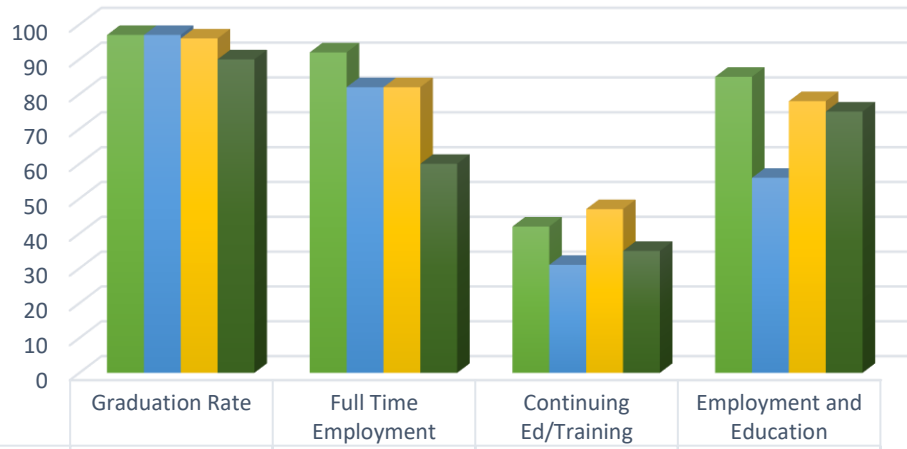
What the Model Provides Educators:

- Curriculum
 - Trainings
 - Flexible Funding
 - Connections with Peers & Businesses
-

What the Model Provides Students:

- Career Exploration, Exposure & Experiential Learning
- Indispensable soft-skills for the workplace ("Core Competencies" on back)
- Leadership through MT Career Association
- Community Engagement/Service: Belonging to and giving back to the community

JMG Graduate Outcomes 2021-2022



	Graduation Rate	Full Time Employment	Continuing Ed/Training	Employment and Education
JMG-All	97	92	42	85
JMG-American Indians	97	82	31	56
JAG Avg	96	82	47	78
JAG Benchmark	90	60	35	75

CORE COMPETENCIES

Career Development

- A1 Identify occupational interests, aptitudes and abilities.
- A2 Relate interests, aptitudes and abilities to appropriate occupations.
- A3 Identify desired life style and relate to selected occupations.
- A4 Develop a career path for a selected occupation. (G38, G39, G40, H77)
- A5 Select an immediate job goal.
- A6 Describe the condition and specifications of the job goal.

Job Attainment (Getting a job)

- B7 Construct a resume.
- B8 Conduct a job search.
- B9 Develop a letter of application.
- B10 Use the telephone to arrange an interview.
- B11 Complete application forms.
- B12 Complete employment tests.
- B13 Complete a job interview.

Job Survival (Keeping the job)

- C14 Demonstrate appropriate appearance.
- C15 Understand what employers expect of employees. (G53, H68, H75)
- C16 Identify problems of new employees.
- C17 Demonstrate time management. (H60, H70, H72)
- C18 Follow directions. (H66)
- C19 Practice effective human relations. (G51, G52, H64)
- C20 Appropriately quit a job.

Basic Competencies

- D21-25 (G42, H76, H78, H80, H81)
- D21 Comprehend verbal communications. (H65)
- D22 Comprehend written communications.
- D23 Communication writing.
- D24 Communicate verbally. (G49)
- D25 Perform mathematical calculations. (G59)

Leadership and Self-Development (Teamwork)

- E26 Demonstrate team membership. (G43, G45, G58, H71)
- E27 Demonstrate team leadership. (G47, G56, H61, H62, H74)
- E28 Deliver presentations to a group.
- E29 Compete successfully with peers.
- E30 Demonstrate commitment to an organization. (G44, G46)


Personal Skills (Healthy Lifestyles)

- F31 Understand types of maturity.
- F32 Identify a self-value system and how it affects life.
- F33 Base decisions on values and goals. (G54)
- F34 Identify process of decision making. (G41, G50, G55, H67)
- F35 Demonstrate ability to assume responsibility for actions and decisions. (G57, H69, H79)
- F36 Demonstrate a positive attitude. (G48, H63, H73)
- F37 Develop healthy self-concept for home, school and work.

Ever wish there was a GPS for your life?

There is.

It's the Montana Career Information System. And it's FREE.

Introducing
MCIS  **All the career planning tools you need. All in one place!**

While this guide is full of useful career planning information on its own, it is meant to be used with the Montana Career Information System (MCIS). Here's what MCIS has to offer:

All-in-One Career Planning System	MCIS is truly your one-stop destination for career planning tools and resources. From exploring occupations to writing a resume to planning next year's classes, MCIS does it all.
Reality Check Budget Calculator	Find out how much money you'll need to make to support the lifestyle you want. Reality Check generates a list of occupations that pay enough to support your choices.
Interest Assessments	How do you know which occupations are right for you? MCIS has several interest assessments to help you focus your search on the kinds of work most suited to your interests and strengths.
Personalized Portfolios	Create a personal portfolio to save the results of your assessments, financial aid searches, and occupation info. Portfolios can be transferred from middle school all the way through college.
Occupational Information	Learn what a job pays, tasks performed, education and training required, and much more. Sorting and filtering tools make it easy to find the information you need among more than 600 occupations.
Course Planners	Generate a course plan based on your career goals. MCIS suggests plans of study based on the career cluster you choose, and displays graduation requirements to help you choose your courses.
Education Resources	MCIS helps you find information on schools and programs of study from all over the U.S. You can search for institutions that match your preferences and compare up to three schools side-by-side.
Financial Aid Info	MCIS helps you search for scholarships and grants. You can sort and filter the results to display only those you qualify for. The "Paying for School" section answers the most common financial aid questions.
Application Tracker	Application Tracker helps you track and record your college application process from your initial research on schools to completing applications to managing your acceptance.
Resume Creator	Save information about your work history, then automatically generate and edit a professional resume in the style of your choice. You can store your resumes and information in your portfolio for later use.



The Montana Career Information System (MCIS) is an internet-based career information delivery system that provides information, assessments, and resources to help all Montanans find occupations and education that match their interests and lead to a more happy, productive career path.

MCIS is provided FREE to ALL Montanans and provides local Montana information as well as a wealth of national information.

MCIS Portfolio

One of the best career planning tools you and your child can use is MCIS's My Portfolio feature. My Portfolio is a personalized space where students can:

- Save the results of their career research.
- Record extra-curricular activities, grades, and accomplishments.
- Build a resume for their first job and beyond.
- Store their assessments.
- Save schools and occupations of interest.
- Create and manage their course plans.

Parents can access their student's portfolio. To view your student's portfolio ask your school to set-up your access and you will receive an email link. Create your own portfolio by going to: <http://mtcis.intocareers.org> and select "MT Resident Login".

How students in ALL grades are being prepared for future employment.

Elementary school level students will...



- become aware of self.
- develop good work habits.
- learn how to make decisions.
- become aware of the world of work and that people do different kinds of work.

Middle school level students will...



- begin to understand themselves as individuals and learn about their own interests and skills.
- explore the world of work and how it is organized.
- begin preparing for a career.
- be introduced to the career cluster system.
- participate in service learning, job shadowing, and mentoring.

High school level students will...



- by the end of 9th grade, select a cluster and major to pursue.
- have the tools and resources to choose a pathway of courses to prepare for work in that cluster and major.
- review and modify their course plan each year as needed with the advice of parents and school counselor.
- Have the tools and resources to pursue education or training after high school.

Postsecondary students will...



- follow their chosen cluster pathways to a 2-year college, 4-year college, the military, other postsecondary education/training, or employment.
- obtain rewarding entry-level employment within his/her chosen clusters.
- continue to refine career choices throughout a lifetime of learning.

Parents are a crucial part in the success of the students, and more importantly, in your child's career process. Here are some ideas for guiding your child through his/her career preparation.

Help students identify career goals:

Students pick an Occupation Cluster from MCIS and explore more possibilities than they can imagine.

Empower students to find their best career fit:

Connect standard career assessment results to occupations through assessments and sorts.

Support students' search for the right school:

Students identify their search criteria and MCIS provides information from institutions in Montana and nationwide. Searches can include:

- accredited two- and four-year colleges & universities
- technical & vocational schools
- apprenticeship programs

Enhance knowledge of financial aid options:

Students customize financial aid options by selecting characteristics which match their:

- educational plans
- abilities
- background

Encourage students to refine their job search skills:

MCIS tools include:

- tips for completing application forms
- a personal resume generator
- preparation and tips for interviews

Montana Registered Apprenticeship

PROGRAM SPOTLIGHT



THE MONTANA REGISTERED APPRENTICESHIP PROGRAM partners with union and non-union sponsors to establish registered apprenticeship programs across the state. A registered apprenticeship program provides the on-the-job and classroom training required to meet the national requirements for an industry-recognized certificate through a curriculum customized to meet the employer's needs.

OVERVIEW

Apprenticeships are a time-honored tradition of passing on craftsmanship, knowledge, and skills to the next generation. This method of on-the-job training plays an integral part in Montana's worker training systems. While trades remain a large part of the program, the Montana Registered Apprenticeship program has evolved to include a broader range of professions to meet the needs of Montana's economy. Today's apprentices study in fields such as information technology and healthcare, in addition to the traditional apprenticeships for plumbers, carpenters, electricians, and other trades. Since 2000, the Montana Registered Apprenticeship Program has coordinated approximately 11,100 apprenticeships in 110 different occupations. These apprenticeships involved 9,600 individuals and over 1,300 businesses.



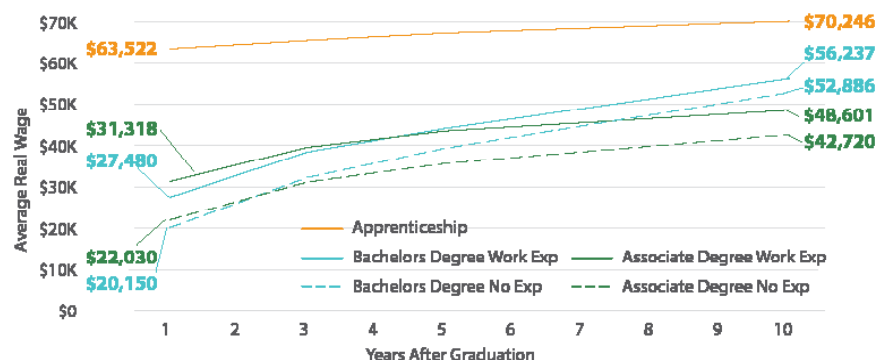
Montana's Registered apprenticeship program is growing faster than ever before, and in 2022 more apprentices were enrolled in the program than in any previous year in the program's history.

EARNINGS

Apprentices who completed a program earned an **average wage of \$63,500** in the first year after graduation,, which is more than twice as much as graduates from other post-secondary institutions in the state. Over the last five years, the program has graduated an average of 260 apprenticeships per year, providing a considerable contribution to Montana's trained workforce.

Not only do apprentices have higher wages post-graduation, but they also earn relatively high wages while earning their certification. The average wage for Montanans in the second year of registered apprenticeship training was about \$44,000. Real wages continue to increase as workers gain skills and experience, increasing by approximately \$21,000 three years post-graduation compared to three years pre-graduation.

Apprenticeship, Bachelor's, and Associate Degree Wages by Work Experience



Source: MTDLI, OCHE, RMC, CC, UP, and apprenticeship graduate data wage match. Wages reflect average real wages reported in 2021 dollars using the CPI-U. Apprenticeship includes all degree types. Work experience defined as working at least two quarters per year in the five years prior to graduation. All apprenticeship completers have work experience.





*Earn a FREE Certification
Before Graduation!*



Get Started with Dual Enrollment



Dual enrollment is a research-based strategy that enhances students' post-secondary success by offering accelerated learning and improved transitions. It leads to higher graduation rates, increased college enrollment, better academic performance, and higher degree attainment compared to non-dual enrolled peers.

Who it's for

Montana students aged 16-19, who hold junior or senior standing, have the opportunity to participate in dual enrollment and benefit from the One-Two-Free program and WIOA Youth program. Some exceptions apply.

How to Start

Take the first step towards dual enrollment by contacting a high school counselor. They are there to provide valuable insights into course options and support you in obtaining approval. Counselor or school official approval is mandatory for the dual enrollment application process at every campus.

Resources

Dual Enrollment Coordinators are present at each two-year/community college to provide support and guidance during the application process, ensuring you find the courses to best match your requirements.

Learn More

Have questions or wanting more information? Visit:

- wsd.dli.mt.gov/youth-program
- mus.edu/dualenroll/learn.html

