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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2024-45 |
| **DATE**  February 23, 2024 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** JOHN V. LADD /s/

Administrator, Office of Apprenticeship

**SUBJECT:** Revision to Appendix A of the National Standards of Apprenticeship for BuildWithin

1. **Purpose.** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors and other Registered Apprenticeship partners of a revision to Appendix A to include the occupations listed below to BuildWithin National Standards of Apprenticeship.
2. **Action Requested.** This bulletin is being provided to OA staff for informational purposes only. The Region VI, Office of Apprenticeship will be responsible for maintenance and technical assistance regarding this program.
3. **Summary and Background.**
   1. Summary – This revision to Appendix A to the National Standards of Apprenticeship, was submitted by Ms. Stephanie Baum, Director of Apprenticeship, on behalf of BuildWithin, were processed by Joseph P. Taylor and approved by the OA Administrator on February 13, 2024.
   2. Background –

***NPS Background -*** National Program Standards of Apprenticeship are programs that are registered by OA on a national basis and that consist of occupational standards which: (1) are developed and sponsored by an employer, national trade or industry organization, labor organization, educational institution, or consortium; (2) are demonstrably national or multi-State in their design, suitability, and scope based on consideration of the National Program Standards criteria (detailed below); and (3) comply with the regulatory requirements contained in 29 CFR Part 29 and 29 CFR Part 30.

1. **Revision to Appendix A.** This revision to Appendix A to the National Standards of Apprenticeship for BuildWithin for the following occupations will be serviced by Region VI, Office of Apprenticeship:

Administrative Assistant

(Existing Title: Office Manager/Admin Services)

O\*NET-SOC CODE 11-3012.00

RAPIDS CODE: 1033CB

Training Type: Competency-based

Archivist

(Existing Title: Historian)

O\*NET-SOC CODE 19-3093.00

RAPIDS CODE: 1074CB

Training Type: Competency-based

Circulation Specialist

(Existing Title: Database Technician)

O\*NET-SOC CODE 15-1242.00

RAPIDS CODE: 1130CB

Training Type: Competency-based

Cloud Support Specialist

O\*NET-SOC CODE 15-1231.00

RAPIDS CODE: 3020CB

Training Type: Competency-based

Community Outreach Specialist

(Existing Title: Wellness Coach)

O\*NET-SOC CODE 21-1094.00

RAPIDS CODE: 2016CB

Training Type: Competency-based

Direct Support Professional

(Existing Title: Home Health Aide)

O\*NET-SOC CODE 31-1121.00

RAPIDS CODE: 1086CB

Training Type: Competency-based

Project Management Specialist

(Existing Title: Project Manager)

O\*NET-SOC CODE 13-108200

RAPIDS CODE: 3019CB

Training Type: Competency-based

Youth Activity Coordinator

(Existing Title: Peer Specialist)

O\*NET-SOC CODE 21-1093.00

RAPIDS CODE: 2039CB

Training Type: Competency-based

1. **Inquiries.** If you have any questions please contact Abigail Allen, Apprenticeship & Training Program Specialist, Office of Apprenticeship at [Allen.Abigail.L@dol.gov](mailto:Allen.Abigail.L@dol.gov).
2. **Attachments.** None.