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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2025-165 |
| **DATE**  August 27, 2025 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** MEGAN BAIRD /s/

Acting Administrator, Office of Apprenticeship

**SUBJECT:** New Apprenticeable Occupation: Lead Teacher

1. **Purpose.** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of the following new apprenticeable occupation: Lead Teacher.
2. **Action Requested.** OA staff should familiarize themselves with this bulletin and the attached Work Process Schedule and Related Instruction Outline, as a source for developing apprenticeship standards and/or providing technical assistance.

Lead Teacher will be added to the List of Occupations Recognized as Apprenticeable by OA located on www.apprenticeship.gov. A suggested Work Process Schedule and Related Instruction Outline are attached.

1. **Summary and Background.**
   1. Summary – The occupation Lead Teacher was submitted by Mary Wurtz on behalf of Kristen Baesler, State Superintendent, North Dakota Department of Public Instruction, was processed by Ricky Godbolt and approved by the OA Acting Administrator on August 27, 2025.
   2. Background –

***New/Revised Occupation Background -*** Under 29 CFR section 29.4, an occupation for a RAP must meet the following criteria to be determined apprenticeable:

1. Involve skills that are customarily learned in a practical way through a structured, systematic program of on-the job supervised learning;
2. Be clearly identified and commonly recognized throughout an industry;
3. Involve the progressive attainment of manual, mechanical, or technical skills and knowledge which, in accordance with the industry standard for the occupation, would require the completion of at least 2,000 hours of on-the-job learning to attain; and
4. Require related instruction to supplement the on-the job learning.
5. **New Apprenticeable Occupation.** The occupation Lead Teacherwas submitted for an apprenticeability determination with minimum qualifications consisting of holding a bachelor’s degree, completion of a state-approved teacher education program, passing a background check, and passing required teacher certification exams.

**LEAD TEACHER**

O\*NET-SOC CODE**:** 25-3099.00

RAPIDS CODE: 4021CB

Type of Training: Competency-Based

Lead Teachersperform the following duties:

Lead teachers work in teams with distributed expertise to support a shared roster of students. The teams--typically comprising credentialed teachers, paraprofessionals, aspiring teachers, specialists, and/or community educators--use formative data and other evidence of student learning to move educators and students fluidly across multiple shared spaces, prioritizing deeper and personalized learning for students. Each team is guided by a Lead Teacher who will support a shared roster of learners with the team and directly interact with students at least 50% of the time. Additionally, the lead teacher will guide the educator team in sharing responsibility for all elements of student support and student support and instructional planning and delivery (e.g., lesson planning, curriculum/resource selection, instruction, assessment, data analysis, grading). The Lead Teacher leads the team in maintaining high expectations for student learning aligned to the Portrait of a Graduate and ensures the team functions at a high level to serve all learners by strength and need. The Lead Teacher makes space for sharing team members’ ideas and innovations to improve student learning. They co-plan, co-teach, model, coach, and give feedback to their team members.

1. **Inquiries.** If you have any questions, please contact Dr. Ricky Godbolt, National Office of Apprenticeship at [Godbolt.Ricky.C@dol.gov](mailto:Godbolt.Ricky.C@dol.gov).
2. **Attachments.**

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