

NEW CYBER APPRENTICESHIPS

UNITED SERVICES MILITARY
APPRENTICESHIP PROGRAM

USMAP.OSD.MIL



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APPRENTICESHIP PROGRAM**

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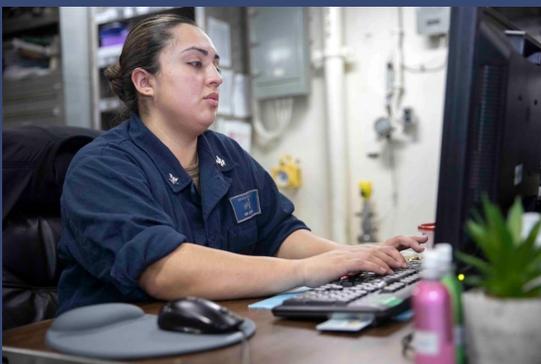
ABOUT THIS RESOURCE

Servicemembers can build on their military experience and advance their career with a USMAP Apprenticeship

WHO CAN USE THIS RESOURCE?

This resource is for active duty military servicemembers who are interested in using their training and experience to advance their career in the military and prepare for post military employment. USMAP apprenticeships are for servicemembers who:

- Meet the program's minimal requirements.
- Looking to advance their career.
- Prepare for post military employment.



ABOUT USMAP

The United Services Military Apprenticeship Program (USMAP) is a formal military training program that provides active duty and Full Time Support (FTS) Army, Navy, Marine Corps, and Coast Guard Servicemembers the opportunity to improve their job skills and to complete their apprenticeship requirements while they are on active duty. The U.S. Department of Labor (DOL) provides a nationally recognized "Certificate of Completion" upon program completion.

WANT TO GET STARTED?

To learn more about apprenticeships, download pamphlets or brochures, and begin the enrollment process, go to usmap.osd.mil. You can also speak to someone by phone at 1-850-452-6699, or email usmap@navy.mil

NEW CYBER APPRENTICESHIPS

Cybersecurity is an increasingly in-demand field with numerous roles, occupations, and trades suited to advance your military career.



Newly added apprenticeships:

Technical Security Specialist
Cyber Database Administrator
Customer Service Tech Support
System Security Analyst
Cyber IT Knowledge Manager
Cyber Defense Incident Responder
Network Operations Specialist
Cyber Defense Analyst



TOOLS:
Computers
Information
Software
Networks



SKILLS:
Analysis
Critical thinking
Problem-solving
Communication



16% military employment compared to 6% civilian in Engineering, Science, and Technical fields.*



Opportunity to defend your country & protect citizens on a new battlefield.

31%

40,900 projected employment increase from 2019-2029.**

APPRENTICESHIP BASICS

WHAT IS AN APPRENTICESHIP?

An apprenticeship is a formal training program where you can earn nationally-recognized credentials through On-the-Job Training (OJT) and Related Instruction (RI).



WHAT IS CYBERSECURITY?

Cybersecurity is a field of work that focuses on protecting computers, networks, and information from unauthorized access or attack.

There are a wide variety of jobs required to protect against hacking and stealing of digital information. Security architects, systems administrators, and analysts are some job titles found under cybersecurity.

BENEFITS

BENEFITS OF AN APPRENTICESHIP

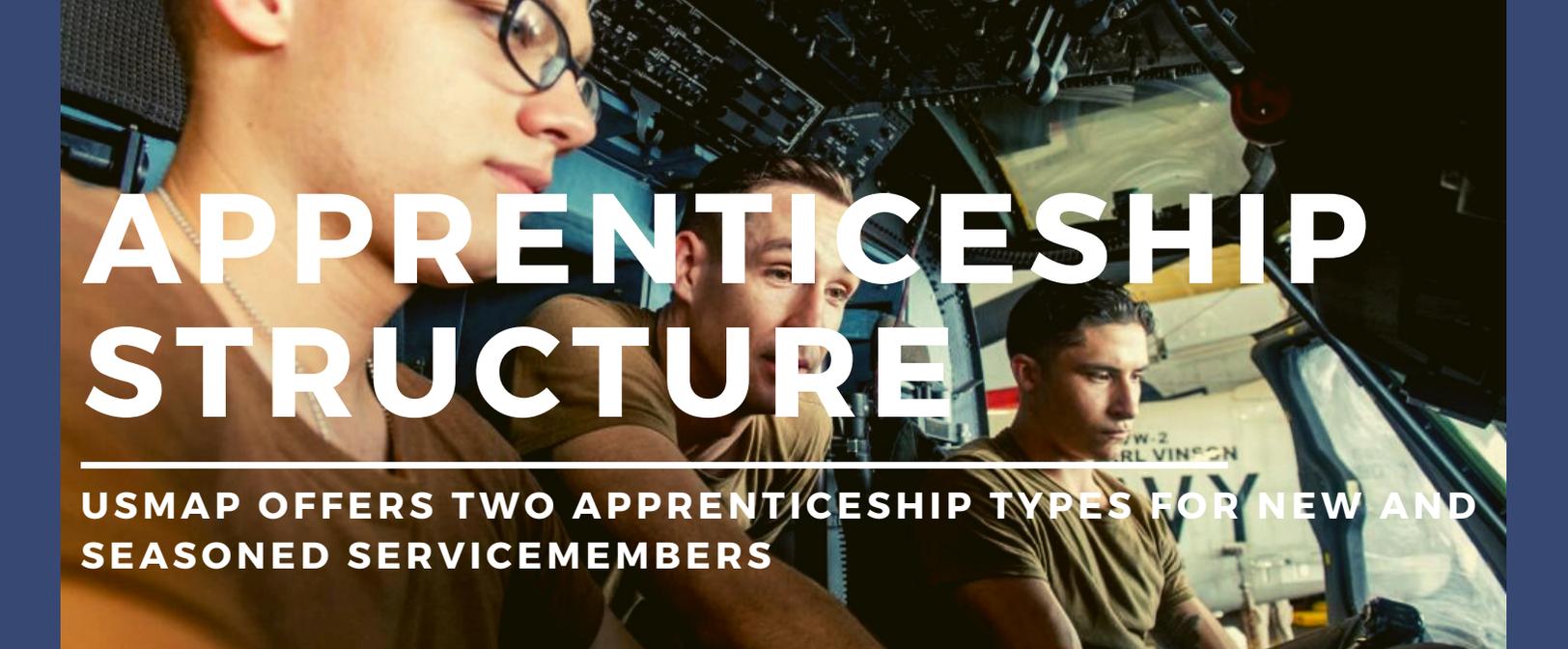
Apprenticeships can help you continue your formal education, establish a long-term career, or find employment after serving your country. You receive training and documented experience credit as you are doing your job. When an apprenticeship is completed, you get an industry-recognized and nationally portable credential that lasts a lifetime.

DOCUMENTED EXPERIENCE

The training you have received, skills you currently have and the experience you are gaining everyday working in the military can be captured with USMAP.

ADVANCE YOUR CAREER

These industry-wide credentials show that you are motivated to advance your career and shows your motivation to better prepare for follow on employment, if you choose to have a civilian career.

A photograph of three military aviators in a cockpit. The aviator in the foreground is wearing glasses and looking towards the right. The other two are looking forward. The cockpit is filled with various instruments and controls. The text 'APPRENTICESHIP STRUCTURE' is overlaid in large white letters.

APPRENTICESHIP STRUCTURE

USMAP OFFERS TWO APPRENTICESHIP TYPES FOR NEW AND SEASONED SERVICEMEMBERS

To complete an apprenticeship, servicemembers must fulfill On-the-Job Training (OJT) and a Related Instruction (RI) requirement at a level that shows proficiency in designated skill areas. Servicemembers record their work and submit monthly or weekly reports, plus one final report, to complete OJT and Related Instruction requirements. Once approved, you will receive a Certificate of Completion and a Journeyworker Card.

APPRENTICESHIP TYPES

New Servicemembers:

Time-Based Apprenticeships

This apprenticeship type is primarily for servicemembers who are new to an occupation. Your progress is measured by the number of recorded OJT hours and Related Instruction.

Apprenticeship steps are:

1. Enroll into an Apprenticeship Agreement.
2. Submit monthly logs to supervisor for approval.
3. Monthly logs are processed, approved hours are subtracted for each skill area until all hours are complete.
4. Submit final report. Once approved, apprenticeship status changes to complete.
5. Retrieve Certificate and Journeyworker Card through self-service website.

Seasoned Servicemembers:

Competency-Based Apprenticeships

Servicemembers who are an E-5 and above, can enroll in competency-based apprenticeships. Completion is based on demonstrating the application of relevant knowledge, skills, and abilities of the occupation as indicated in the Work Process Schedule. Apprenticeship steps are:

1. Enroll into an apprenticeship agreement.
2. Complete all job functions.
3. Submit competencies for each job function to supervisor for approval.
4. Submit a final report.
5. When apprenticeship status changes to complete, retrieve Certificate and Journeyworker Card through self-service website.



TOOLS & SUPPORT

RESOURCES TO TRACK OJT HOURS AND GET INFORMATION

WORK PROCESS SCHEDULES

Specify the tasks you must complete and the OJT hours required in each skill area that lead to an industry recognized credential.

OJT HOURS & COMPETENCY REPORTS

Track your progress after completing OJT hours and gaining competencies.

Depending on the apprenticeship type, you may submit monthly reports of OJT hours worked or competency reports.

USMAP COORDINATORS

Ensure that servicemembers get the right information to correctly complete the apprenticeships program. Other responsibilities include training command personnel on the USMAP process, act as a mentor and subject matter expert on using USMAP.

USMAP WEBSITE

Go to our resource page at usmap.osd.mil

STEP 1: CHECK ELIGIBILITY

Servicemembers must meet the following to enroll in a USMAP apprenticeship:

- Active duty servicemember.
- Have a minimum of 12 months remaining on their enlistment.
- Designation in Rate/ Military Occupational Specialty (MOS) applicable to an authorized trade.
- Assigned and working as active duty in requested trade billet.
- Work under supervision in an occupation.
- Abide by the National Standards of Apprenticeship and the USMAP reporting requirements.

STEP 2: REVIEW ELIGIBLE TRADES

To find what apprenticeship trades are related to your occupation:

- From USMAP, select your Branch of Service from Review Eligible Trades.
- From the pulldown menu, select your MOS or Rating.
- Review trades, required OJT hours, required Related Instruction, Work Process Schedules, and descriptions.

STEP 3: REVIEW REQUIREMENTS

1. Click on the Requirements link and verify that you meet active duty, required time, and reporting requirements.
2. Review the Department of Labor's National Standards of Apprenticeship.

STEP 4: ENROLL IN USMAP

Click "Enroll Online" and follow the instructions.

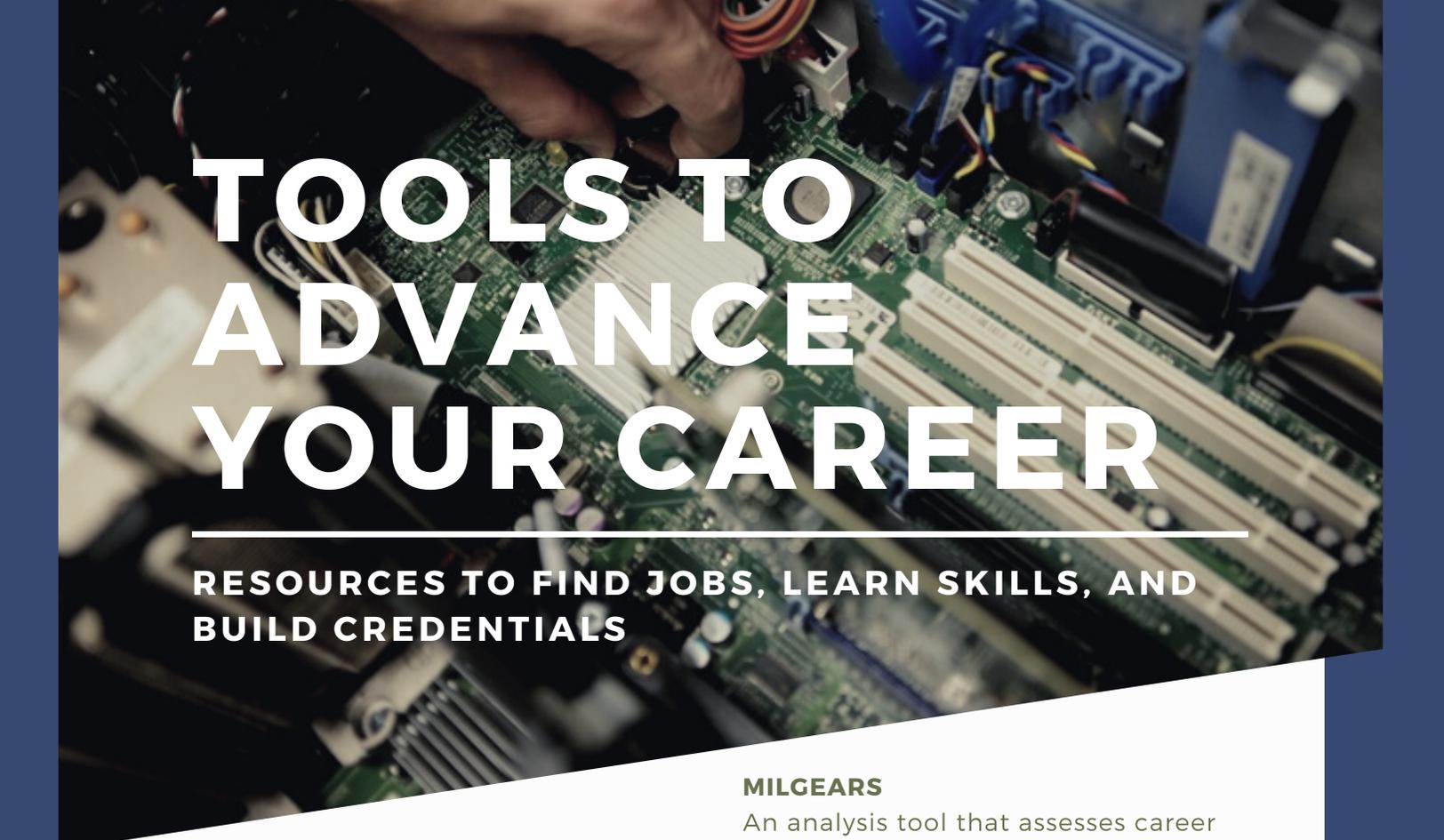
If you have questions contact USMAP.
Phone: 1-850-452-6699
usmap@navy.mil

STEP 5: WORK & RECORD OJT HOURS

To apply your OJT hours to your apprenticeship, download or print a Work Experience Hourly Record and enter your time each day. Submit your hours online at the end of the week. You are required to submit a final report online to complete your apprenticeship.



HOW TO ENROLL



TOOLS TO ADVANCE YOUR CAREER

**RESOURCES TO FIND JOBS, LEARN SKILLS, AND
BUILD CREDENTIALS**

SERVICE MEMBERS & VETERANS PAGE AT APPRENTICESHIP.GOV

Hosts a number of resources for servicemembers and veterans. Find out how to apply your GI Bill benefits to an approved apprenticeship, as well as support for veterans with a service-connected disability, and even a resume builder - www.apprenticeship.gov

CREDENTIALING OPPORTUNITIES ON- LINE (COOL)

Translates military training into civilian credentials for employment. Find information on your service specialty, credential gaps, and tools to close the gap between training and credentials.

Army - cool.osd.mil/army

Marines - cool.osd.mil/usmc

Navy - cool.osd.mil/usn

Air Force -

afvec.us.af.mil/afvec/af-cool/welcome

Coast Guard - cool.osd.mil/uscg/

MILGEARS

An analysis tool that assesses career possibilities based on your military experience, educational background, and apprenticeship. You receive reports that show how you compare to civilian occupational requirements and credential gaps you need to address in order to enter an occupational field - milgears.osd.mil

DOD SKILLBRIDGE

Provides links to transition assistance agencies and supplemental information about their program, which offers internships, trainings, or apprenticeships during the last 180 days of service - skillbridge.osd.mil

O*NET

A database of occupational information and job search assessment tools for the general public from the Department of Labor. Tool features include matching apprenticeship skills with occupations to find jobs easier - onetonline.org