



INDIANA  
ADULT EDUCATION



# Career Pathways Adult Education and Career Certification Programs in Indiana

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# Overview

- Workforce Development and Adult Education
- Gap analysis
- Regional Approach
- Bridging the Gap: Adult Education Career Pathways
- Career Certification Programs, Implementation, Microgrants

# Workforce Development at a Glance

- One Stop (WorkOne) services include improving skills through Occupational Training
  - Services provided include: Career counseling; case management; delivery of assessments; skills evaluation; workshops/computer classes; resume development; career planning; occupational training; job attainment
- 12 Economic Growth Regions; 11 for delivery of adult education
  - 27 Full Service Centers; 65 Express Centers
- Newly designed Training Provider Policy:  
<http://www.in.gov/dwd/2482.htm>; [www.in.gov/dwd/intraining](http://www.in.gov/dwd/intraining)
- Newly established Customer Flow Policy:  
<http://www.in.gov/dwd/2482.htm>

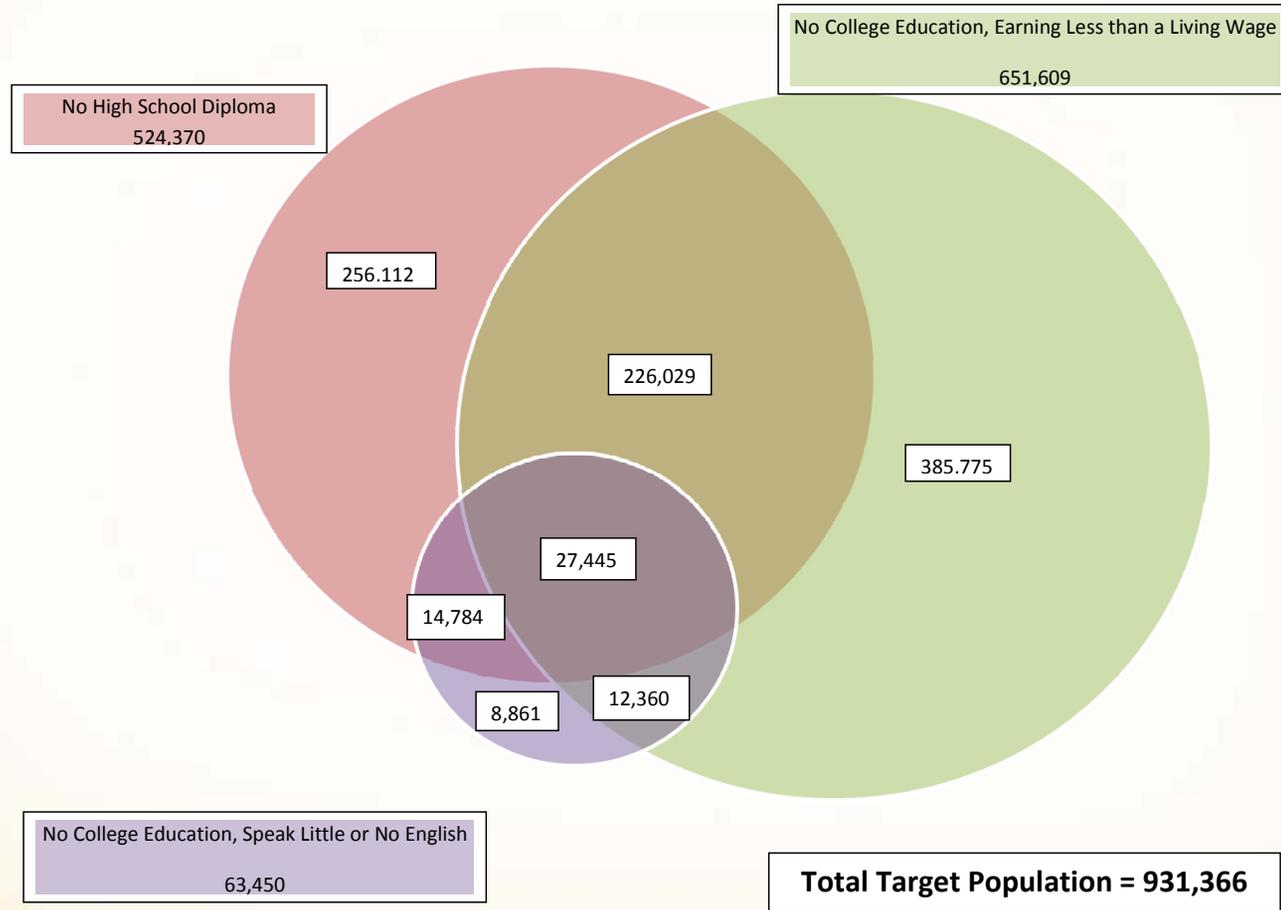
# Workforce Development and Adult Education

- DWD is the eligible agency for Adult Education effective April 1, 2011
- Focusing on increasing capacity, efficient delivery, and employment and retention



# Adult Education and Training Needs

Adults in Need of Adult Education and Training (Ages 18-64), 2006



# Gap Analysis

- Target:
  - 500K+ adults without HS diploma/GED
  - 20K HS dropouts each year
- Limited delivery capacity in adult education
- Employer demand for middle skills attainment
- Need for integration among partners for comprehensive service delivery to clients

# Bridging the Gap:

## Adult Education Career Pathways

- A **framework** that connects adult education programs, occupational training programs, and often post secondary institutions.
  - Each step prepares students for the **next level of work and education** through contextualized learning and concurrent training.
  - Each credential in a pathway should build on the previous credential so that students who earn them are increasing both career and earning opportunities.
  - Credentials are industry recognized and achieved through the passage of a standardized skill assessment

# Career Pathways in Indiana

- Focuses on long-term solutions with short-term objectives
- Offers a model that is both flexible and adaptable to local/regional needs
- Requires significant employer and community engagement

# Career Certification Programs

- Focused on entry-level positions that are the first step in a career ladder
- Industry recognized certifications in growing occupations and industries
- Individuals must pass an objective, verified assessment prior to earning the certification
- Ideally, learners would earn the certifications concurrently to working toward their GED

# Example – Pharmacy Technician

Career Pathway Scenarios – Pharmacy Technicians – DRAFT 6/28/10

|   | Enter System   | Secondary/ABE  | Career Pathway  | Post-Secondary   | Exit System   |
|---|--|--|---|--|---|
| <b>CTE High School Student</b>                      | <p>Perkins funds all CTE activities; however, funding is for programs and cannot be used for individuals. The student would benefit from Perkins activities, but would not receive any funding individually.</p> | <p>2 years (9<sup>th</sup> and 10<sup>th</sup> grades)</p> <p>- Complete 9<sup>th</sup> and 10<sup>th</sup> grade as normal following the CTE career pathways for health careers guidelines found at: <a href="http://www.doe.in.gov/pathways/docs/CP-HS-Nursing-IVT.doc">http://www.doe.in.gov/pathways/docs/CP-HS-Nursing-IVT.doc</a></p>        | <p>2 years (11<sup>th</sup> and 12<sup>th</sup> grades)</p> <p>- continue with secondary education<br/>- take dual-enrollment/dual-credit courses as CTE career pathway outlines: Medical Terminology and Anatomy-Physiology<br/>- earn high school diploma<br/>- encouraged to find part-time work as Pharmacy Aide or job shadow to start learning occupation related skills and knowledge<br/>- prepare for Pharm Tech licensure exam<br/>- pass COMPASS</p>   | <p>1-2 years (if associate degree)</p> <p>- enter Technical Certificate program for pharm tech at Ivy Tech<br/>- take and pass Pharm Tech licensure exam<br/>- complete associate degree in Medical Assisting</p> <p>Pharm Tech: \$12.44 hr / \$25,900 annual<br/>Med Asst: \$12.78 hr / \$26,600 annual</p> | <p>5 – 6 years total</p> <p>- find education related employment or pursue PharmD</p> <p>PharmD: \$49.03 hr / \$102,000 annual</p>   |
| <b>Adult DW – 8<sup>th</sup> Grade Attain</b>       | <p>2 – 8 weeks</p> <p>See career counselor:<br/>- identify barriers/skills/aptitude<br/>- take TABE<br/>- address barriers as needed</p> <p>Wagner-Peyser and WIA Title I</p> <p>Unemployed</p>                  | <p>6 months – 1 year**</p> <p>- Accelerated ABE and remediation to prepare for GED (assumes 5 hours per week or more)<br/>- encouraged to find part-time work as Pharmacy Aide if possible or job shadow to start learning occupation related skills and knowledge</p> <p>ITA for WIA Title II</p> <p>Pharm Aides: \$9.23 hr / \$19,000 annual</p> | <p>6 months – 1 year**</p> <p>- contextualized remediation to prepare for Pharm Tech licensure exam<br/>1) potential to earn dual-credit<br/>2) use of online test preparation software<br/>3) GED remains a valid option<br/>- take &amp; pass Pharm Tech licensure exam<br/>- encouraged to find work as a Pharm Tech<br/>- meet with Career Counselor at WorkOne to discuss next steps and direction</p> <p>TO CONTINUE TO IVY TECH<br/>- take and pass GED<br/>- Online Accelerated Remediation to pass COMPASS if needed</p> <p>ITA for WIA Title II</p> <p>Pharm Tech: \$12.44 hr / \$25,900 annual</p> | <p>1 – 1.5 years</p> <p>OPTIONAL<br/>- enter Technical Certificate program for EKG or similar concentration at Ivy Tech Community College</p> <p>WIA Title I if still qualified; otherwise individually funded</p> <p>EKG Tech: \$19.94 hr / \$41,500 annual</p>   | <p>2.5 – 3.5 years total</p> <p>- find education related employment<br/>- receive follow-up from WorkOne</p> <p>Pharm Techs can make up to \$16.42 hr / \$34,800 annual<br/>EKG Tech: \$19.94 hr / \$41,500 annual</p>  |
| <b>Underemployed Adult with High School Diploma</b> | <p>2 – 8 weeks</p> <p>See career counselor:<br/>- identify barriers/skills/aptitude<br/>- take TABE<br/>- address barriers as needed</p> <p>Wagner-Peyser and WIA Title I</p> <p>\$8 hr / \$16,000 annual</p>    | <p>Participant has high school diploma; education level allows him to bypass any ABE</p> <p>OPTIONAL<br/>- seek employment as Pharm Aide or Pharm-tech-in-training to gain occupation related skills or knowledge</p> <p>Pharm Aides: \$9.23 hr / \$19,000 annual</p>  | <p>6 months – 1 year</p> <p>- contextualized remediation to prepare for Pharm Tech exam<br/>- receive dual-credit for certain ABE classes such as medical terminology or physiology<br/>- take and pass Pharm Tech licensure exam<br/>- Encouraged to find work as a Pharm Tech<br/>- meet with WorkOne Career Counselor to discuss next steps and career direction</p> <p>TO CONTINUE TO IVY TECH<br/>- Online Accelerated Remediation to pass COMPASS if needed</p> <p>ITA for WIA Title II</p> <p>Pharm Tech: \$12.44 hr / \$25,900 annual</p>   | <p>1 – 1.5 years</p> <p>OPTIONAL<br/>- enter Technical Certificate program for EKG or similar concentration at Ivy Tech Community College</p> <p>WIA Title I if still qualified; otherwise individually funded</p> <p>EKG Tech: \$19.94 hr / \$41,500 annual</p>   | <p>1.5 – 2.5 years total</p> <p>- find education related employment<br/>- receive follow-up from WorkOne<br/>- encourage to pursue post-secondary degree in allied health field</p> <p>Pharm Techs can make up to \$16.42 hr / \$34,800 annual<br/>EKG Tech: \$19.94 hr / \$41,500 annual</p> |
| <b>Color Key</b>                                    | <p>Career pathway and individual activities</p>  | <p>Estimated Timeline for completion – assumes high motivation and that education is continuous<br/>** For adult DW - the shortest timeline possible</p>   | <p>Funding Source</p>   | <p>Median wage information for the State of Indiana. Source: <a href="http://careerinfonet.org">http://careerinfonet.org</a></p>   |   |

# Career Certification Programs

- Five industry clusters:
  - Healthcare
  - Information Technology
  - Business Technology
  - Advanced Manufacturing
  - Transportation, Distribution and Logistics

# Certification Framework: Healthcare

| Occupation                      | Average Wages | Outlook<br>LT / ST* | Certification  | Prior Learning<br>Credits at Ivy<br>Tech**   |
|---------------------------------|---------------|---------------------|--|--|
| Certified Nurse Aid             | \$23,221      | 20.4%<br>/3.5%      | Approved State<br>Certification  | HLHS 107 CNA<br>Preparation  |
| Pharmacy<br>Technician          | \$26,726      | 28.0%<br>/3.7%      | Certified Pharmacy<br>Technician (CPhT)  | PHAR 101 Pharm<br>Tech I; PHAR 201<br>Pharm Tech II;<br>PHAR 202<br>Pharmacy<br>Technician<br>Experiential Seminar |
| Emergency Medical<br>Technician | \$28,538      | 8.6%/<br>1.1%       | State Certification  | PARM 102<br>Emergency Medical<br>Technician-Basic<br>Training  |
| Medical Coder                   | \$29,000      | 20.5% / 3.0%        | American Academy<br>of Professional<br>Coders - Certified<br>Professional Coder<br>(CPC) | MEAS 137 Medical<br>Insurance & Basic<br>Coding w/ Computer<br>Applications  |

IAACE 5/12-13/2011

# Certification Framework: IT

| Occupation                           | Average Wages | Outlook<br>LT / ST* | Certification  | Prior Learning<br>Credits at Ivy<br>Tech**  |
|--------------------------------------|---------------|---------------------|--|---|
| Computer Support<br>Specialist       | \$38,200      | 7.7% / 2.7%         | COMP TIA A+  | CINT 210 PC<br>Technology<br>Essentials; (requires<br>passing A+ PC<br>Essentials exam)<br>CINT 211 IT<br>Technician<br>(requires passing A+<br>IT Technician exam) |
| Electronics<br>Installers/ Repairers | \$40,000      | 14.0%/<br>5.8%      | Electronics Systems<br>Professional (ESPA)<br>Electronic Systems<br>Technician (EST) | N/A   |

IAACE 5/12-13/2011

# Certification Framework: Business

| Occupation       | Average Wages | Outlook<br>LT / ST* | Certification   | Prior Learning<br>Credits at Ivy<br>Tech**                            |
|------------------|---------------|---------------------|---|---|
| Bookkeeper       | \$31,000      | 8.7% / 2.5%         | American Institute of<br>Professional<br>Bookkeeping (AIPB)<br>Bookkeeper | ACCT 101 Financial<br>Accounting I; ACCT<br>106 Payroll<br>Accounting |
| Tax Preparer     | \$29,677      | 3.0% / 3.1%         | IRS Certification   |   |
| Admin. Assistant | \$28,985      | 3.0%/<br>1.6%       | Internet and<br>Computing Core<br>Certification (IC3)                     | Not available at this<br>time.  |

IAACE 5/12-13/2011

# Certification Framework: Advanced Manufacturing

| Occupation        | Average Wages | Outlook<br>LT / ST* | Certification   | Prior Learning<br>Credits at Ivy<br>Tech**   |
|-------------------|---------------|---------------------|---|--|
| Production Worker | \$36,000      | 4.6% / 7.1%         | Manufacturing Skills<br>Standards Council<br>(MSSC) – Certified<br>Production<br>Technician | ADMF 101 Key<br>Principles of<br>Advanced<br>Manufacturing AND<br>ADMF 102<br>Technology in<br>Advanced<br>Manufacturing |
| Entry Welder      | \$31,000      | -2.7% / 2.4%        | American Welding<br>Society (AWS) –<br>Sense Certification                                  | WELD 209 Welding<br>Certification  |
| CNC Operator      | \$31,000      | 7.3% / 4.0%         | National Institute for<br>Metalworking Skills<br>(NIMS) – CNC<br>Operator Level 1           | Not available at this<br>time.   |

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# Certification Framework: Transportation, Distribution, Logistics

| Occupation        | Average Wages | Outlook<br>LT / ST* | Certification   | Prior Learning<br>Credits at Ivy<br>Tech**   |
|-------------------|---------------|---------------------|---|--|
| Production Worker | \$36,000      | 4.6% / 7.1%         | Manufacturing Skills<br>Standards Council<br>(MSSC) – Certified<br>Production<br>Technician | ADMF 101 Key<br>Principles of<br>Advanced<br>Manufacturing AND<br>ADMF 102<br>Technology in<br>Advanced<br>Manufacturing |
| Entry Welder      | \$31,000      | -2.7% / 2.4%        | American Welding<br>Society (AWS) –<br>Sense Certification                                  | WELD 209 Welding<br>Certification  |
| CNC Operator      | \$31,000      | 7.3% / 4.0%         | National Institute for<br>Metalworking Skills<br>(NIMS) – CNC<br>Operator Level 1           | Not available at this<br>time.   |

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# Implementation

- Each region is expected to implement a minimum of 5 career certification programs by September 6, 2011
- Consortia must submit an overall statement of purpose and fill out the implementation matrix for each certification program

# Implementation

- Required elements of the implementation matrix:
  - Program Design
  - Curriculum and Instruction
  - Implementation Strategy
  - Employer Partnerships
  - Supportive Services
  - Accountability
  - Sustainability
  - Recommended Pathway Continuation

# Microgrants

- Funding availability for program development
- Up to \$12,000 per certification program, per consortia
- Applications for microgrants must be submitted through the consortium
- Required deliverables: cover page, statement of purpose, budget narrative, and budget worksheet
- Eligible applicants:
  - Teachers, adult education administrators, post-secondary faculty or administrators, nonprofits, workforce development personnel or administrators, or some collaboration thereof.

# Microgrants

- Eligible Costs:
  - Stipends for curriculum development (up to \$1,000 per individual)
  - Instructor salary (up to \$2,500 per instructor)
  - Materials or small equipment
  - Administrative overhead such as facilities or equipment rental

# Contact Information

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