State of California and SEIU Local 1000 Cybersecurity Apprenticeship Program

MEMORANDUM

Date	:	July 25, 2021
To	:	Prospective Cybersecurity Apprenticeship Applicants
From	:	Cybersecurity Apprenticeship Program – Joint Apprenticeship Committee
Re	:	Cybersecurity Apprenticeship Program and Application Process

Program Description

The Division of Apprenticeship Standards at the Department of Industrial Relations (DAS), US Department of Labor (DOL), Service Employees International Union Local 1000 (Local 1000), American River College (ARC), and the State of California Department of Human Resources (CalHR) are pleased to announce the inaugural application period for the Cybersecurity Apprenticeship Program. This pilot apprenticeship program is offered in partnership with American River College. It is designed to provide upward mobility opportunities for state employees who meet specific criteria and allow them to obtain industry valued skills for IT occupations.

The Cybersecurity Apprenticeship is funded by a California Apprenticeship Initiative grant and administered by American River College. Cohorts are comprised of incumbent state employee apprentices who enter a Training and Development ("T&D") Assignment in an Information Technology Specialist I classification. The assignment will last up to two years and consist of on-the-job training along with completion of related supplemental instruction through community college classes. Upon successful completion of the program, apprentices will meet qualifications to apply for a civil service IT classification.[1] This classification may vary depending on the apprentice's individual background, education, and experience. This program has been developed by subject matter experts to provide apprentices with the education, experience, and skills necessary to be a highly competitive candidate.

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[1] To receive an appointment to an IT position/classification at the end of the apprenticeship, the apprentice must apply for the position and be selected as the top candidate.

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While there is no cost to apprentices for tuition, books, or instruction, those applying must be prepared to work hard and make personal sacrifices. Apprentices should expect to attend class during the week in the evenings after work and continue coursework year-round. Apprentices are also encouraged to continue employment with the State of California for a minimum of two years after program completion.

The program is currently limited to applicants working in the departments below. Also specified below are the locations of each opportunity.

- California Department of Technology (CDT); Sacramento
- California Department of Transportation (Caltrans); Sacramento
- Department of Child Support Services (DCSS); Sacramento
- Department of General Services (DGS); Statewide Opportunity
- Department of Motor Vehicles (DMV); Sacramento
- Department of Rehabilitation (DOR); Statewide Opportunity
- Department of Social Services (DSS); Sacramento
- Employment Development Department (EDD); Sacramento
- Franchise Tax Board (FTB); Sacramento
- Office of Systems Integration (OSI); Sacramento
- State Compensation Insurance Fund (State Fund); Sacramento, Vacaville or Pleasanton

Application Process

Classes are scheduled to begin as early as August 2021 and **applications must be submitted and RECEIVED no later than 5:00 p.m. July 9, 2021.** Incomplete applications will not be considered. In order to apply, you must do the following:

1. Apply to American River College for the Fall 2021 semester at:
   https://www.arc.losrios.edu/admissions/get-started-and-apply

2. Complete the Online Apprenticeship Application at:
   https://search.seiu1000.org/apprenticeship.php

Application Review

The Joint Apprenticeship Committee, with the assistance of HR professionals, will conduct a review of each application packet to ensure applicants meet the following minimum criteria.

Each applicant MUST:

- Be in a classification that is represented by SEIU Local 1000;
- Work in the geographic area/location defined by the participating department(s) for which you are eligible or relocate to that area at the applicant's own cost during the term of the apprenticeship;
- Have permanent, full-time, civil service status in a participating department (listed above);
- Be eligible to participate in and able to perform the essential duties of the T&D assignment, with or without reasonable accommodation;
- Not have formal written discipline within the last 12 months;
- Not have unapproved dock within the last 12 months;
- Not currently be on probation, on a T&D, or a limited term assignment;
- Not be in a negative academic standing status at the partnering educational institution (ARC/Los Rios);
- Not have other commitments that conflict with completing the requirements of the apprenticeship program.

Applications will be evaluated and screened based on the criteria above. Additional screening tools (i.e. an aptitude exam) may be applied. Applicants will be ranked, and those ranked highest within their department will be invited to interview for the apprenticeship. Applicants who are accepted into the program will be notified by the Joint Apprenticeship Committee. Additional steps will be defined at that time, and class enrollment will follow.

Should you have questions or require more information, please contact SEIU Local 1000 at (866) 471-7348 or via email at grow@seiu1000.org.

cc: Cybersecurity Joint Apprenticeship Committee Members