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| OFFICE OF APPRENTICESHIPBULLETIN | **NO.**2024-82 |
| **DATE**April 30, 2024 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

 OFFICE OF APPRENTICESHIP STAFF

 STATE APPRENTICESHIP AGENCIES

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

 Administrator, Office of Apprenticeship

**SUBJECT:** New National Occupational Framework (NOF) Apprenticeable Occupation: Paraeducator

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 National Occupational Framework (NOF) to an apprenticeable occupation: Paraeducator.
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.

Paraeducator 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.**

Summary – The occupation Paraeducator was submitted by Mr. Zachary Boren, Senior Policy Program Manager on behalf of Urban Institute, were processed by Dr. Ricky C. Godbolt, Program Analyst, and approved by the OA Administrator on April 23, 2024.

The National Office has approved a new National Occupational Framework (NOF), developed in partnership with the Urban Institute. This NOF has met industry standards and approval; it covers job titles and occupational pathways, related functions and performance criteria, as well as academic, workplace and personal competencies for job success. While use of NOFs in developing standards utilizing the competency-based training approach is voluntary, no additional vetting of a Work Process Schedule (WPS) utilizing the NOF should be required where a program aligns to the occupational framework described in a NOF, beyond the basic requirements set forth in 29 CFR Part 29. While on-the-job learning (OJL) is ordinarily outlined in the WPS, sponsors who utilize a NOF must develop the Related Instruction Outline, which should be included in the standards. Within certain limits, the sponsors of NOF apprenticeship programs are permitted to customize the job functions or competencies contained in a NOF for the Paraeducator occupation.

However, OA encourages the use of all core competencies to be included in the approved WPS.

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 NOF Apprenticeable Occupation.** The occupation Paraeducator was submitted for an apprenticeability determination.

Paraeducator
O\*NET-SOC CODE: 25-9042.00

RAPIDS Code: 0657

Type of Training: Competency-based (1.5 years)

Paraeducators performs the following duties:

* Supports Instruction
* Develops Systems of Support for Students
* Supports Student Safety
* Provides Support for Students with Special Needs (*specific to Paraeducators assigned to support students with IEPs)*
* Supports Social and Behavioral Development
* Develops and Models Professional Behavior
* Maintains the Instructional Environment

Paraeducators support the instruction of students (K-12) in subjects and competencies to prepare them for personal and professional success. Paraeducators must develop an understanding of early child development for younger learners as well as content knowledge for assisting with learning of literacy, mathematics, science, social studies, and other subjects (e.g., art, health) for students beyond K-5/6. They also assist in the application of a variety of skills related to classroom management, instructional delivery, assessment and evaluation. Paraeducators are expected to work with other stakeholders in the school and community – including families, administrators, teachers, and specialized school staff – to support student needs, perform administrative duties, such as student performance reporting, and participate in continuous learning and development to grow as an educator. The paraeducator interacts professionally with colleagues, parents, and other members of the community.

Apprenticeship Prerequisites:

Candidates entering most paraeducator apprenticeship programs need a high school diploma and academic programs may require a 2.5 high school GPA. Some registered youth apprenticeship programs may allow candidates to begin their apprenticeship while still in high school).

1. **Inquiries.** If you have any questions, please contact Dr. Ricky C. Godbolt, Program Analyst, Division of Standards and Quality at (202) 693-3815 or Godbolt.Ricky.C@dol.gov .
2. **Attachments.**

