

July 26, 2001

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NO. 01-02
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TO: ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS AND CDSS CONTRACTORS

FROM: RICHARD C. TRIGG  
National Director  
Office of Job Corps

SUBJECT: Advanced Training Program in Masonry Crafts

1. Purpose. To notify the Job Corps system that a new Advanced Training (AT) Program in Masonry Crafts has been established for eligible completers of Bricklaying and Tile Setting vocational training programs operated by the International Masonry Institute (IMI) at Job Corps centers.
2. Background. For the past 10 years, the Turner Job Corps Center was the site of five Advanced Training Programs in the construction trades (Carpentry, Bricklaying, Cement Masonry, Painting and Paving), which have been operated by National Training Contractors (NTCs). As of May 1, 2001, only the Advanced Cement Masonry and the Advanced Paving programs remain in operation. In collaboration with the Regional Director in Atlanta, Georgia, the other Advanced Training Programs were closed, primarily because adequate levels of on-board program strength could not be maintained.
3. The New Advanced IMI Training Program in Masonry Crafts. Beginning July 16, 2001, the IMI will provide Advanced Masonry Craft Training for completers of IMI Job Corps basic training programs in Bricklaying or Tile Setting. The Advanced Training Program will be conducted at IMI's National Training Center located on the site of the former Fort Ritchie Army Base in Cascade, Maryland (2 hours north of Washington, DC). Through this program, Job Corps students will refine their skills, have a job upon completion, and begin an Apprenticeship in the International Union of Bricklayers and Allied Crafts (IUBAC).

In contrast to IMI's Advanced Training Program at the Turner Job Corps Center, both

IUBAC local unions and signatory contractors recognize the IMI National Training Center as the industry's preeminent training facility. Job Corps IMI students selected for this program will be exposed to state-of-the-art masonry training that prepares them for work in today's competitive market. Instruction will be provided in a variety of trowel trades including Terrazzo, Stone Masonry, Pointing-Cleaning Caulking and Masonry Restoration, as well as Bricklaying and Tile Setting. Further, the Job Corps students will be working alongside apprentices from throughout the country in a work-based learning environment that parallels actual job-site conditions with emphasis placed on employability and craft skills. Students will participate in a variety of Advanced Training exercises, as well as actual building projects both on center and in the surrounding communities.

Job Corps students who are accepted will stay a minimum of 6 weeks and a maximum of 12 weeks, depending upon their individual ability to progress through the Advanced Training program. In order for Job Corps students to be accepted at the IMI National Training Center, they will be required to meet the following criteria:

- a. Fully and successfully completed the Training Achievement Record(s) associated with IMI Bricklaying or Tile Setting Training.
- b. Earned a secondary school diploma or its equivalent.
- c. Possess a valid driver's license.
- d. Be recommended by the student's IMI vocational instructor, as well as the staff at the sending center, who participate in the student's Evaluation of Student Progress (formerly referred to as P-PEP).
- e. Have a Union Apprenticeship slot prearranged and waiting for the student upon graduation from the IMI National Training Center.
- f. Demonstrate a sincere desire to establish a career in the masonry crafts.
- g. The sending center has agreed to pay for the cost of the student's transportation to the IMI National Training Center in Cascade, Maryland, and upon graduation or separation, back to the sending center.

Students will be accepted in training groups of ten, with five training groups planned over a 12-month period.

At the IMI National Training Center students will live in a dormitory, two students to a room. Meals are served in a cafeteria setting 7 days a week. Recreational activities are provided on center and in the surrounding community. During all of these activities, including vocational training, adult supervision is provided. Job Corps national office staff responsible for the safety at Job Corps facilities and the maintenance of health standards have visited the IMI National Training Center, and following the completion of recommended modifications, have determined that the center is safe to

serve Job Corps students.

From initial orientation, until students depart from the IMI National Training Center, they are responsible for their individual behavior, including waking up each morning on their own (each student is provided an alarm clock), and for being to work on time (7:30 a.m.). While at work, which ends at 4:00 p.m. each day, students are required to wear hard-toed shoes, a hard hat, and safety glasses. Should a student miss work for any reason other than illness or authorized absence, no wages (discussed in the following section) will be paid for the day. Upon the third unexcused absence, a student will be terminated from the program, forfeit all savings and be immediately returned to the sending center. The IMI National Training Center also maintains a Zero Tolerance Policy towards drug use, firearms, and underage alcohol use. Drug testing will be initiated for students suspected of drug use, based on IMI's written policy, which has been approved by Job Corps national office staff.

Students will be paid a stipend by the IMI (at no cost to Job Corps) of \$20.00 a day for each full day at work. At the end of each workweek, the student will receive \$50.00 in cash, with the remaining \$50.00 maintained in a savings account by the IMI and provided to the student when he/she successfully completes the program. If a student misses a day's work, he/she is not paid for that day, nor is their savings account increased by \$10.00 for that day. Any student who is terminated for any reason prior to completing the program, will not receive any of his/her accrued savings.

Inasmuch as Job Corps students in the IMI AT Program receive \$50.00 in cash for each week successfully completed, the sending center is requested to make arrangements to have the students' biweekly Job Corps stipend saved until the student returns to the sending center for out-processing.

Recognizing how costly it is for graduates to secure adequate housing, transportation, and related transition needs, the savings from both the IMI National Academy and the sending center, in addition to separation pay earned, should greatly assist these graduates to successfully compete in the labor market.

With the exception of student transportation costs, discussed previously, the Job Corps share of funding to support this initiative is provided as part of our national contract with the International Masonry Institute.

It is important to note that we are entering this partnership with the IMI solely on the basis of the opportunity it holds for Job Corps graduates to be guaranteed entry into a career that pays well and offers long-term labor market attachment. If such results are not forthcoming, following full implementation of the program, we will reassess our partnership with the IMI in this area of training. In this regard, IMI will provide monthly reports to the national Government Authorized Representative, covering program activities at the National Training Center. Monthly reports will document training results, as well as administrative and operational issues that need to be addressed.

4. Action. On Job Corps centers where IMI vocational training programs are offered, the center director, and other appropriate center staff, should meet with the IMI instructor(s) to ensure that all parties clearly understand the opportunities available to students through this new Advanced Training Program, and to strategize on approaches to getting students interested in and qualified for this initiative.
5. Expiration Date. Until superseded.
6. Inquiries. Questions or comments may be addressed to Alan Lafferman, 202-693-3107, or e-mail to [alafferman@doleta.gov](mailto:alafferman@doleta.gov).