



Plant Fundamentals

Youth Apprenticeship

PLANT FUNDAMENTALS

Plant Fundamentals introduces apprentices to key skills in plant related apprenticeships: crops, landscape, and floral/greenhouse.

Length of Apprenticeship: One year. Youth apprentices can enter the Crops, Landscape or Greenhouse/Floral youth apprenticeship for a second year.

COMPETENCIES

Youth apprentices work with a job site mentor to demonstrate the following competencies.

Youth apprentices must complete a **total of 10** competencies. **Nine** must be from the list below. If necessary, employers can substitute **1** competency with another occupationally appropriate skill. That skill should be added to the competency list for assessment.

Competencies
1. Perform job preparation
2. Prepare planting spaces
3. Perform plant installation
4. Perform plant maintenance
5. Assist to install and maintain watering and/or irrigation systems
6. Apply compost and other fertilizers as allowed NOTE: Only certified professionals can prepare, load, apply, and handle pesticide(s)
7. Manage inventory
8. Assist to maintain agribusiness records
9. Gather supplies and equipment
10. Sharpen hand tools

REGISTERED APPRENTICESHIP BRIDGING OPPORTUNITIES

The following Registered Apprenticeship is available in this area:

- Organic Vegetable Farm Manager

POST-SECONDARY PATHWAY OPPORTUNITIES

There are several post-secondary pathway opportunities in this area. Following is partial list.

- Agribusiness Science and Technology – Agronomy
- Horticulture



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ON-THE-JOB LEARNING PERFORMANCE STANDARDS GUIDE

YOUTH APPRENTICE INFORMATION

Youth Apprentice Name	
YA Coordinator	YA Consortium
School District	High School Graduation Date

REQUIREMENTS

Level One Requirements

Youth apprentices must complete ALL the items listed below. Check completed areas.

- Competency checklist
- Employability Skills checklist (in this OJL Guide) or the DPI Employability Skills Certificate
- Related instruction equal to 1 high school credit or at least 3 college credits
- Minimum of 450 work hours

HOURS

Record the hours the youth apprentice worked.

Total Hours Employed	Company Name	Telephone Number

COMPETENCIES

Youth apprentices must complete a **total of 10** competencies. **Nine** must be from the list below. If necessary, employers can substitute **1** competency with another occupationally appropriate skill. That skill should be added to the competency list for assessment.

Rating Scale

3: Exceeds entry level criteria | Requires minimal supervision | Consistently displays this behavior

2: Meets entry level criteria | Requires some supervision | Often displays this behavior

1: Needs improvement | Requires much assistance and supervision | Rarely displays this behavior

Competency and Rating Criteria	Minimum Rating of 2 for EACH Check Rating		
	1	2	3
1. Perform job preparation <ul style="list-style-type: none"> gather tools examine the site for safety impacts identify underground utilities that have been located and marked (Digger’s Hotline) explain the markings and lines 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Prepare planting spaces <ul style="list-style-type: none"> mark out and measure beds remove sticks, stones and plant debris till soil level site amend soil/media for planting 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Perform plant installation <ul style="list-style-type: none"> space plants appropriately plant at the appropriate depth cover plants with soil/media water plants 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Perform plant maintenance <ul style="list-style-type: none"> water plants and seeds as needed pull excess seedlings control weeds cover plants as required monitor/treat plants for insects and disease using organic methods NOTE: Only certified professionals can prepare, load, apply, and handle pesticide(s) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Competency and Rating Criteria	Minimum Rating of 2 for EACH Check Rating		
	1	2	3
5. Assist to install and maintain watering and/or irrigation systems <ul style="list-style-type: none"> • review the irrigation plan • determine water pressure • check flowrate • locate watering heads • establish sprinkler circuits and install valves • install and connect pipes, tubing, and watering heads 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Apply compost and other fertilizers as allowed NOTE: Only certified professionals can prepare, load, apply, and handle pesticide(s) <ul style="list-style-type: none"> • don personal protective equipment (PPE) • observe surroundings for impact on application • determine fertilizer application rate • fertilize plants • clean equipment • discard or store excess fertilizer as required 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Manage inventory <ul style="list-style-type: none"> • verify accuracy of incoming items • stock or place inventory • perform inventory counts • document inventory 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Assist to maintain agribusiness records <ul style="list-style-type: none"> • complete forms • file forms and records • add/edit/verify/query electronic data • maintain filing system 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Gather supplies and equipment <ul style="list-style-type: none"> • obtain landscaping plan list of materials • identify the proper tools and equipment needed for the job • locate required supplies and equipment • stock cars and vehicles with necessary supplies • load all materials for transport 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Competency and Rating Criteria	Minimum Rating of 2 for EACH Check Rating		
	1	2	3
10. Sharpen hand tools <ul style="list-style-type: none"> • don personal protection equipment (PPE) • clean the tool • sharpen all cutting edges • remove burrs • test the sharpness • lubricate tools 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Competency Substitute (if you replaced a competency above, note the competency and rating)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments:			

RELATED INSTRUCTION

Indicate which related instruction course(s) the youth apprentice completed:

Course Title	Credits	Location



Post-Program Completion Survey

Youth Apprenticeship

Information captured on this form must be entered online using the Youth Apprenticeship Online Data Application (YODA) System.

This form should be given to each student completing the Youth Apprenticeship program to capture information on the student's plans after leaving the program. The form should be filled out during the final meeting between the student, mentor, and Local Youth Apprenticeship Coordinator, where the final checklist is filled out and signed.

Student Name	Expected Date of High School Graduation
School District	GPA at End of YA Program

Instructions: Indicate if the student will continue to be employed, and then check the appropriate boxes. **Please include internships, opportunities to work during school breaks, and other similar situations as offers of continued employment, even if they do not start immediately.**

<input type="checkbox"/> This student will be employed after completing the YA program. Check <input type="checkbox"/> Full time or <input type="checkbox"/> Part time.			
Check all that apply:		Then, fill out the following information:	
<input type="checkbox"/> Employment is related to YA program training	Employment Wage:		
<input type="checkbox"/> Employment is with same YA employer*	Employment Start Date:		
<input type="checkbox"/> Employment is seasonal and/or intermittent	Position Title (optional):		
<input type="checkbox"/> Employment is an internship	Industrial Sector [†] :		
<input type="checkbox"/> Employment is military	[†] Based on employer's NAICS Code. If unknown, describe the employer's primary income-producing line of business below.		
<input type="checkbox"/> Also entering post-secondary education/other training			
<input type="checkbox"/> Also entering a Registered Apprenticeship			
<input type="checkbox"/> Health/personal issues impacted ability for full employment			
<i>*If student accepted a job at a different employer, please provide that employer's contact information:</i>			
Employer Name		Street Address	
City	County	State	Zip

<input type="checkbox"/> This student will not be employed after completing the YA program.	
Check one:	Then, check all that apply:
<input type="checkbox"/> Student did not apply for further employment	<input type="checkbox"/> Entering post-secondary education or other training program
<input type="checkbox"/> Student applied, but was not interviewed	<input type="checkbox"/> Student unable to find an entry-level position to apply for
<input type="checkbox"/> Interviewed, but not offered employment	<input type="checkbox"/> Student had change in career interest or plans
<input type="checkbox"/> Student was offered continued employment, but did not accept	<input type="checkbox"/> Health/personal issues prohibited employment
Other comments:	

<i>MENTOR NAME</i>	<i>COMPANY NAME</i>
Mentor Signature	Date Completed

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