

Designing Curriculum

to Close the Skills Gap

July 23-25, 2024

Brookfield (Milwaukee),
Wisconsin



It Doesn't
Just **Happen**

Designing Curriculum

to Close the Skills Gap

Designing Curriculum to Close the Skills Gap is a three-day, hands-on workshop that will help seasoned and new professionals improve the development, delivery and evaluation of learning by providing a proven process to incorporate into their apprenticeship programs. Upon completion, participants will understand and be able to apply a systematic approach, based on the Developing a Curriculum (DACUM) model, to deliver a more impactful apprenticeship program. As a participant, you will:

- **LEARN** how to improve apprenticeship program performance with greater learner efficiency, effectiveness and engagement
- **GAIN** a foundation in analysis to ensure your training initiatives are aligned and have the impact you and your program expect
- **COLLECT** data from subject matter experts to identify competencies and skills that will enable the achievement of program (business) goals
- **SEQUENCE LEARNING** to enhance learning transfer to the worksite
- **BUILD** a curriculum road map that will prepare your program for success today and in the future
- **QUICKLY** and **EFFICIENTLY** create learning content that expedites a learner's mastery of specific skills, enabling your program to meet the needs of your stakeholders
- **DETERMINE** expected performance levels of skills for successful employment and assess learning impact to drive continuous improvement.

Who Should Attend

This program is designed specifically to meet the needs and interests of stakeholders involved in apprenticeship training and education funds in both the United States and Canada:

- Training directors/coordinators
- Trustees/joint apprenticeship and training committee (JATC) members who work with curriculum
- Instructors/instructional designers
- Educators from community and technical colleges.

This program may be of special interest to small- or medium-sized training funds with limited resources who want a do-it-yourself approach to upgrading their curriculum.

PROGRAM AT A GLANCE

TUESDAY July 23, 2024	
8:00 a.m.-12:00 noon	The New Workforce and Skills Gap
12:45-4:30 p.m.	Introduction to the DACUM System
WEDNESDAY July 24, 2024	
8:00 a.m.-12:00 noon	Occupational Analysis
12:45-4:30 p.m.	How We Learn
THURSDAY July 25, 2024	
8:00 a.m.-12:00 noon	Learning Module Development
12:45-4:30 p.m.	Assessment of Achievement

Training Facility and Hotel Accommodations*

All training sessions are held at the International Foundation Training Center in Brookfield, Wisconsin. Located just west of downtown Milwaukee, the International Foundation headquarters provides a secluded yet convenient location. Hotel accommodations are provided by the DoubleTree by Hilton Hotel Milwaukee-Brookfield, located less than one mile from the training center.



International Foundation of Employee Benefit Plans Training Center

18700 West Bluemound Road
Brookfield, Wisconsin 53045
Phone: (262) 786-6700

DoubleTree by Hilton Hotel Milwaukee-Brookfield

18155 West Bluemound Road
Brookfield, Wisconsin 53045
Phone: (262) 792-1212
US\$119 single/double occupancy
Reservation deadline: July 1, 2024

*Contact the hotel directly for hotel accommodations.

Designing Curriculum to Close the Skills Gap

Tuesday, July 23, 2024

7:30-8:00 a.m.

Registration

8:00 a.m.-12:00 noon

The New Workforce and Skills Gap

- Personal introductions
- The new workforce and generational differences
- Challenges facing apprenticeship programs
- Systems thinking and change
- Why traditional training fails
- Human performance gaps

12:00 noon-12:45 p.m.

Lunch (provided)

12:45-4:30 p.m.

Introduction to the DACUM System

- The “new” requirements
- Rationale and history
- DACUM system components
- DACUM chart development

5:00-6:00 p.m.

Welcome Reception

Wednesday, July 24, 2024

8:00 a.m.-12:00 noon

Occupational Analysis

- Brainstorming an occupation
- Establishing general areas of competence
- First skill band development
- Additional skill bands

12:00 noon-12:45 p.m.

Lunch (provided)

12:45-4:30 p.m.

How We Learn

- Skill sequencing and structuring
- Application of rating scale
- Program development model
- Instructor selection
- Introduction to program development grids (PDGs)
- Defining learning activities
- Selecting and developing learning materials

Register by June 11, 2024 to save US\$300 with the early registration discount! Visit www.ifebp.org/skills-gap to register today!

Designing Curriculum to Close the Skills Gap

Thursday, July 25, 2024

8:00 a.m.-12:00 noon

Learning Module Development

- Connecting analysis to design
- Types of learners
- Populating program development grids
- Learning evaluation model

12:00 noon-12:45 p.m.

Lunch (provided)

12:45-3:30 p.m.

Assessment of Achievement

- The learning process
- Evaluating learning
- Program administration

3:30-4:30 p.m.

Wrap-Up, Review and Questions

Workshop Leaders



R. Lance Hogan, Ph.D.

Professor
Eastern Illinois
University, Lumpkin
College of Business
and Technology
Charleston, Illinois



Luke J. Steinke, Ph.D.

Professor
Eastern Illinois
University, Lumpkin
College of Business
and Technology
Charleston, Illinois

Financial Skills for Life: An Introduction to Personal Finance

This approachable online course will help new workers build solid personal finances. It highlights the issues they should consider as they are getting started in their jobs and provides helpful tools for the future.

Students will learn how to:

- Understand banking
- Create and adjust a budget
- Start an emergency fund
- Save for retirement
- And more!

Visit www.ifebp.org/skills-for-life for more information.



REGISTRATION

Visit www.ifebp.org/skills-gap to register.

CONFERENCE REGISTRATION FEES

Early registration ends June 11, 2024

Member early: US\$1,695

Nonmember early: US\$2,025

Member late: US\$1,995

Nonmember late: US\$2,325

CONFERENCE REGISTRATION FEE INCLUDES

- Lunch and refreshment breaks
- *DACUM: The Designer's Guide to Curriculum Development*
- Comprehensive take-home materials
- Networking opportunities

CONTINUING EDUCATION CREDIT

Continuing education (CE) credit for professional designations MAY be available for attendance at live sessions. You must request CE credit on your program registration at least 60 days prior to the beginning of the program so that the Foundation can seek preapproval from the governing agency.

Note: Requests made for CE credit do not guarantee administration of credit. For further information on CE credit, please call (262) 786-6710, option 2.



Educational sessions at this program can qualify for self-reported CEBS[®] Compliance credit. Visit www.cebs.org/compliance for additional information.

POLICIES

Cancel and transfer fees are based on registration fee paid: 60+ days of meeting is 10%; 31-59 days of meeting is 25%; within 30 days of meeting is 50%. Hotel deposit is forfeited for cancellations/transfers received within 3 days (5 days for Disney properties) of arrival. Registration fee is forfeited once program commences. Visit www.ifebp.org/policies for more details.



Sessions Include

- The New Workforce and Skills Gap
- Introduction to the DACUM System
- Occupational Analysis
- How We Learn
- Learning Module Development
- Assessment of Achievement

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