

The Apprenticeship Guide on Finding the Right Company

Step 1: Research the Company

Q: *Where do I start?*

Look on the company's website and try to collect helpful information.

- Search events: Are they having an open house or career fair?
- Open positions: Are they hiring? Look at the job descriptions for work expectations
- Company culture: How do they talk about themselves? What do they prioritize?
- Locations: Do they have other locations? Are there international opportunities?

Q: *What do I do if I can't find relevant information on the website?*

- Use your network: Do you know anyone that works there? Can you ask anyone about their experience with the company?
- Expanding your search: Website blogs, social media, and external news stories may offer more insight on the company's culture

Q: *What should I look for?*

Explore the company's: Industry/products, mission statement, size, communicaty outreach/ volunteering opportunities, and/or benefits.

Step 2: Set Your Priorities

Activity: Rate how important these factors are to you from 1-7 (1 = most important, 7 = least important.)

- ___ **Location.** How far is the commute?
- ___ **Training.** Will my apprenticeship have a dedicated apprentice trainer?
- ___ **Industry and projects.** Will I enjoy what I am working on and what I am working toward?
- ___ **Other apprentices.** Will I be working together with other apprentices?
- ___ **Company culture.** Do I feel like I will fit in?
- ___ **Opportunities for growth.** What opportunities does this company offer for professional development and growth?

Step 3: Reflect On the Company and Your Findings

Did I make a valuable connection?

It's important to feel comfortable and valued by a company you might work for.

How did I feel about the company's leadership?

You'll be working closely with your trainer(s), so it's important to recognize your comfortability with them.

Did the job description match my expectations?

Feeling excited about what you'll be working on is a sign the company might be a match.

How did I feel about the opportunities?

Make sure they align with what you're looking for. If you don't know exactly what you're looking for, did the opportunities excite you?