



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

DATE: May 1, 2025
TO: Personnel Committee
FROM: Dan Koski, Director of Public Infrastructure
RE: **Mechanic Youth Apprenticeship**

The City has been approached by The Youth Apprenticeship Coordinator from Manitowoc County to see if we would be interested in participating in an Apprenticeship Program. After meeting with her, and looking at their candidates as well as our needs, we feel that this is a program worth pursuing for the mechanic position. We feel that this program will be mutually beneficial in that the apprentice will gain useful knowledge and work experience, we will get assistance in the shop, and potentially pave the way for a candidate pool to fill future vacancies with our mechanics.

The responsibilities of the City, as outlined in the program would be to:

- Interview and hire youth apprenticeship students
- Provide on the job training
- Pay students at least the minimum wage
- Ensure 450 hours per year of work
- Comply with Wisconsin minor labor laws

Jessie has spoken with the Mayor, and he is supportive of moving forward with this. Our intention would be to fund this position for this year through our Seasonal Budget, and if it proves successful, then look to incorporate a line into the Budget for it going forward.

We have developed the attached job description. We recommend approving the job description and allowing us to fill the position for this year.

Thank you for your consideration of this request.