Job Forward

Service Offerings

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A NOTE FROM OUR

Leadership

At JobForward, we are more than a workforce development or apprenticeship non-profit—we are a partner committed to building solutions that put jobseekers at the center while driving real value for employers. By combining expertise in program design, compliance, research, and funding strategy, we create workforce pathways that unlock individual potential and strengthen business performance. Our approach is not one-size-fits-all; it's tailored, scalable, and built to last. Together, we're elevating the future of work in ways that benefit both workers and the organizations that depend on them.

Come grow with us.

Matthew McKenney

CEO, President - JobForward

Services

Apprenticeship and Work-Based Learning Design

Involves creating structured, hands-on training programs, such as internships, co-ops, pre-apprenticeships, and apprenticeships, that align with employer needs and provide participants with the skills, experience, and credentials needed to succeed in high-demand careers. These programs are built to be scalable, customizable, and rooted in industry-informed competencies.

Workforce Program Strategy

We guide the strategic planning of work-based learning systems by aligning talent development goals with industry needs, identifying programmatic gaps, and designing scalable, sustainable approaches to workforce pipeline growth.

Employer Engagement

We support employers in serving as core partners in program design and delivery, helping embed their expertise, operations, and mentorship structures into every phase of the work-based learning experience.

Program & Curriculum Design

We translate workforce strategy into structured program models and competency-based curricula that define what learners need to know and do, ensuring instruction is aligned with employer standards and labor market demands.

Instructional Delivery

We support the delivery of high-impact, employer-aligned instruction using structured learning pathways that integrate classroom, on-the-job, and mentorship components, ensuring learners acquire the skills and experience needed to thrive.

Services

Program Administration and Compliance

We guide organizations through the administrative and regulatory processes required to launch and sustain high-quality apprenticeship and work-based learning programs. Our team supports program registration, reporting, and coordination with federal, state, and educational partners to ensure full compliance. We also help build internal systems and tools that make program management efficient, scalable, and aligned with industry standards.

Program Registration & Recognition

We manage end-to-end registration with federal, state, and Veterans Affairs agencies, ensuring apprenticeship and work-based learning programs meet all regulatory requirements, gain formal recognition, and unlock critical benefits and resources.

Regulatory Reporting & Compliance

We oversee all aspects of compliance reporting, including RAPIDS and state systems, to ensure programs remain in good standing, meet federal and state standards, and are prepared for audits or evaluations.

Infrastructure & Intermediary Support

We build internal systems and serve as intermediary sponsors to help organizations launch, manage, and scale programs—providing tools, governance structures, and capacity to ensure long-term operational success.

Participant Data Tracking & Outcomes

We design and implement systems to track participant enrollment, progression, and outcomes—enabling data-driven decision-making, streamlined reporting, and continuous improvement across apprenticeship and work-based learning programs.

Services

Full-Lifecycle Funding Management

We help organizations manage the complete funding lifecycle—from identifying opportunities and developing competitive proposals to implementing awards, maintaining compliance, and completing successful closeout. Our team combines technical grant expertise, grant writing, project management, coalition development, and workforce strategy to help organizations secure funding and translate it into sustainable, measurable programs.

Grant Writing

We provide the technical writing needed to produce clear, persuasive, and funder-responsive proposals. Our team develops compelling narratives, articulates program models, incorporates evidence and data, and aligns each section with solicitation requirements, evaluation criteria, and funder priorities.

Grant & Proposal Development

We manage the full proposal-development process, coordinating partners, contributors, timelines, budgets, workplans, and required attachments. We help build credible coalitions, define roles and commitments, gather inputs, and keep complex submissions moving toward a complete and competitive final package.

Grant & Funding Management

Following an award, we support implementation through structured project management, budget and expenditure tracking, partner coordination, deliverable management, performance reporting, grant modifications, and funder communication. Our approach keeps programs aligned with approved goals, timelines, and measurable outcomes throughout the period of performance.

Compliance

We help organizations interpret and meet federal, state, and philanthropic funding requirements. Services include compliance monitoring, documentation protocols, subrecipient oversight, reporting quality assurance, risk identification, audit preparation, and grant closeout—ensuring programs remain accountable, well-documented, and funder-ready.

Services

Partnerships, Policy & Alignment

We help organizations build the relationships, knowledge, and policy infrastructure needed to scale high-impact workforce and apprenticeship programs. From educating stakeholders and aligning with unions to facilitating credit transfer and developing public-private partnerships, our work ensures every component of your ecosystem supports long-term program sustainability.

Education, Awareness & Training

We equip internal and external stakeholders with the knowledge and tools to champion apprenticeship and work-based learning programs. Through customized training and workshops, we build internal capacity, strengthen community buy-in, and position your organization as a leader in workforce development.

Union Collaboration

We support integration of apprenticeship programs within unionized environments by aligning with Collective Bargaining Agreements and providing technical assistance for union-led or union-supported career pathway development. Our approach strengthens labor-management partnerships and expands access to quality training opportunities.

Academic Credit Articulation

We facilitate articulation agreements between apprenticeship providers and colleges to ensure related instruction translates into academic credit. This creates seamless pathways between work-based learning and higher education, supporting lifelong learning and career advancement for participants.

Strategic Consulting, Policy & Partnerships

We advise on systems-level workforce strategy by fostering partnerships with government, education, and community stakeholders. Our services include intermediary support, policy development, and ecosystem design to help organizations navigate funding, scale their impact, and influence workforce policy environments.

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Better Careers Initiative Grantee Technical Assistance

Through the James Irvine Foundation's Better Careers Initiative, grantees receive technical assistance to support the development and registration of apprenticeship programs with both the U.S. Department of Labor Office of Apprenticeship and the California Division of Apprenticeship Standards (DAS).

As Irvine's technical assistance provider, JobForward focuses on supporting grantees in maximizing their apprenticeship and career-connected learning strategies by providing targeted technical assistance, strategic guidance, and hands-on implementation support. Through a collaborative approach, we help grantees strengthen, scale, and mature employer-partner work-based learning programs that are responsive to workforce needs and positioned for long-term sustainability, while also advancing pathways that expand access to high-quality careers.

Program Design

- Define competencies, skill standards, and occupational frameworks aligned to employer needs
- Assess program readiness and identify key requirements for successful implementation
- Develop scalable apprenticeship and career-connected learning models
- Research, document, and share best practices across grantee partners
- Strengthen sustainability strategies for long-term program success and growth

Partnership Development

- Build and connect multi-regional partnerships across education, workforce, and industry
- Expand national and local Standards of Apprenticeship for emerging occupations
- Coordinate with key agencies and partners including DAS, USDOL OA, colleges, and workforce boards
- Support engagement with unions and critical workforce stakeholders

Implementation and Capacity

- Build and connect multi-regional partnerships across education, workforce, and industry
- Expand national and local Standards of Apprenticeship for emerging occupations
- Coordinate with key agencies and partners including DAS, USDOL OA, colleges, and workforce boards
- Support engagement with unions and critical workforce stakeholders

Compliance, Reporting, and Funding

- Support RAPIDS reporting and apprenticeship compliance requirements
- Identify and align federal, state, and regional funding opportunities
- Guide registration, documentation, and approval processes
- Explore academic partnerships for credit-bearing certificates and degree pathways

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JobForward Past Performance

Since 2001, JobForward has partnered across sectors to design and sustain workforce development programs that deliver real results. While our true impact extends beyond the numbers shown here, each figure is grounded in verified registration records and reflects the strength, scale, and integrity of the programs we build and support.

JobForward Program Apprentices

2,227

- Apprentices enrolled in a program built and managed by **JobForward**
- 1,553 Apprentices Completed, 70% completion rate - ***double the national average****
- Across **23 different occupations** and leveraged by **12 different companies**

JobForward Registration Support Apprentices

9,610

- Apprentices whose **registration was managed or supported** by JobForward
- Over **60 different occupations** across a **dozen different sectors** registered
- **Zero program findings** in most recent USDOL Audit

JobForward Technical Assistance Apprentices

10,140

- Apprentices supported through programs developed with **JobForward technical assistance**
- Programs built with **42 sponsors**, enrolling apprentices in **40+ states**
- **65 occupations developed or built**

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Contact Us

Website
jobforward.org

E-mail
info@jobforward.org

Phone
(802) 872-0660

HQ Address
Williston, VT | Huntington Beach, CA