

Bringing Skilled Workers to Your Business / Raising Industry Standards

NTMA is poised to meet the employment challenges facing our industry in two important ways:

- By raising industry standards through education and training; and
- By helping our membership attract and retain the highly skilled workforce they need to run successful businesses.

We Accomplish This by Providing:

- Training and education programs on both the national and local chapter level. Employer-directed training programs improve skills and knowledge. Programs directed at potential employees encourage new careers in the industry and provide them with the skills to succeed.
- Training aids and material. This material is designed to help our member firms recruit, train and develop their own employees into highly skilled workers.

Training for your Future

NTMA has a distinguished record of industry-wide training leadership. The NTMA Apprentice Program was first registered with the Department of Labor in 1956. Since 1964, we have developed new instruction techniques and materials for both high school and post secondary programs.

Our Metalworking Training System (MTS) is the first complete and affordable curriculum for precision machining that satisfies all the associated theory requirements of a 4-year apprenticeship. The MTS consists of 320 teaching modules organized around a two-hour lesson plan format. A series of specialized instructional texts support this curriculum. Teams of industry experts assisted by educators create all NTMA materials.

In addition, NTMA chapters throughout the U.S. organize and support regional training programs to develop a more competent workforce. Specific involvement includes:

- NTMA chapters currently sponsor nine (9) regional training centers and support 11 partnership programs with community colleges that offer both apprentice training and continuing education for current
- NTMA is the lead organization in the national metalworking skill standards project for precision machining.
- NTMA annually conducts a national apprentice competition with thousands of dollars in prizes for individual winners and their sponsors.
- NTMA supports the VICA Skills USA Championship competitions in Automated Manufacturing Technology and Precision Machining.
- NTMA regularly organizes national conferences that bring together company owners, educators and government officials to discuss skilled workforce issues.

Recruiting and Public Relations

Want to help bring young people into the industry? NTMA offers a variety of information pamphlets and career packets to help build the industry's public image or you might want to use one of our popular career exploration videos like "Go For It!", "Manufacturing Technology," or "Tooling - A Winning Economy" as you visit schools or talk to local PTAs in your area. These components help answer common questions posed by "outsiders" as well as effectively present metalworking as an exciting and attractive career option.

Testing for Aptitude - Before You Hire

NTMA offers a fee based Entry Employee Aptitude Testing Service that will help you make a good hiring decision. Good decisions are important to your business because they can reduce training time and turnover, increase productivity and prevent legal problems. This validated testing service is part of NTMA's Employee Selection Service and it evaluates aptitude, not achievement. It measures a person's readiness to learn and develop proficiency, and it attempts to predict future performance.

Education & Training

Business Management Support

NTMA has created a series of materials to help you manage your company and develop specific kinds of expertise in your employees. Included are:

- Business Management Advisories.
- Costing, Pricing and Financial Management Manual.
- How to Value Your Tooling/Machining or Manufacturing Business.
- Hazard Communication Training Series (OSHA guidelines).
- Lockout / Tagout Training.
- Guidelines for Developing Job Descriptions.
- Total Quality for Small Manufacturers.

National Institute for Metalworking Skills (NIMS) Standards for Machining - A True National Performance Standard

The National Institute for Metalworking Skills (NIMS), a partnership between NTMA and several other associations, developed the NIMS Standards for Machining to provide a thorough and true set of

national performance standards that communicate the industry's training needs to the education community. They establish:

- Common, objective standards to evaluate the skill levels of prospective or current employees.
- Uniform documentation of training and performance.
- Portable credentials that recognize the skills of individuals.
- Criteria for developing effective educational/apprenticeship programs.
- Methods to conform to ISO/QE/TE 9000 requirements for benchmarking and training.

This industry is probably among the most technologically advanced of all small manufacturing activities with widespread use of CAD/CAM techniques and CNC machines. Successful companies increasingly depend upon the highly refined skills of machinists and toolmakers. NIMS Standards for Machining are an identification and prioritization of the duties, knowledge and skills required in each job category of our industry.