

# DIVISION OF WORKFORCE DEVELOPMENT AND ADULT LEARNING (DWDAL)



Wes Moore, Governor  
Aruna Miller, Lt. Governor

## MISSION

Improve the lives of all Marylanders by implementing innovative, responsive practices that nurture a skilled workforce, connect citizens to good jobs, and ensure businesses have the skilled workforce they need to compete in the global economy.

## WHAT WE DO

### HUMAN RESOURCES SUPPORT

- **Talent Recruitment** - American Job Centers (AJCs) assist in recruiting talent and holding job fairs.
- **Veterans Services** - Representatives work with businesses to hire veterans and transitioning military personnel.
- **Federal Bonding Program** - Helps businesses hire job seekers with gaps in job history.
- **Work Opportunity Tax Credit Program** - An employer tax credit to hire Marylanders with employment barriers.
- **Maryland Workforce Exchange (MWE)** - State job bank where businesses can post jobs to recruit candidates.
- **Labor Market Information (LMI)** - Online tools to research updated information on unemployment and wages.

## TRAINING AND ON-THE-JOB EXPERIENCE

- **Registered Apprenticeships** - Offers employers the tools to develop a highly-skilled workforce to help grow their businesses.
- **Apprenticeship Maryland Program (AMP)** - Gives businesses the opportunity to train school students into top-performing employees.
- **Maryland Business Works** - Helps employers upskill their workforce by providing funds for classroom-based training, in-house staff training, GED® Preparation, and more.
- **Employment Advancement Right Now (EARN)** - A grant program that provides career advancement for workers, leading to a more highly skilled workforce and improved business outcomes for employers.
- **Rapid Response Services** - Assists employers and workers with workforce reductions and provides employers with information to avert layoffs.



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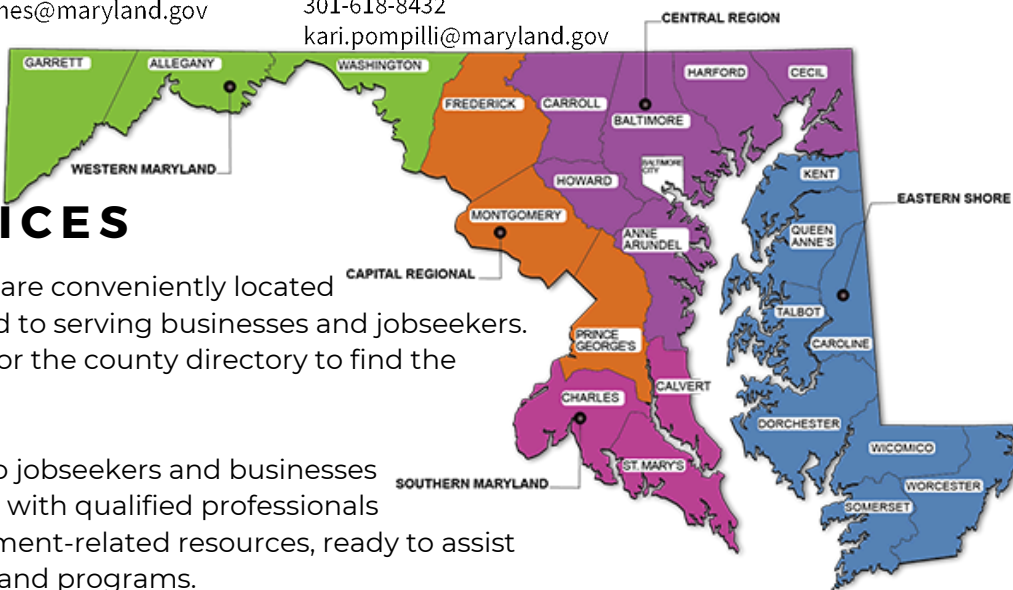
## OVERVIEW OF JOBSEEKER SERVICES

Maryland American Job Centers (AJC)s are conveniently located throughout the State and are dedicated to serving businesses and jobseekers. Visit <http://labor.maryland.gov/county> for the county directory to find the Center nearest you.

Maryland AJCs provide full assistance to jobseekers and businesses (free of charge). The Centers are staffed with qualified professionals who can assist with numerous employment-related resources, ready to assist Marylanders with high-quality services and programs.

Jobseeker services include career exploration assistance, referrals to training programs, placement services, résumé preparation assistance, and workshops to enhance job-seeking skills and work readiness. Customers can access computers, printers, photocopiers, fax machines, telephones, and various job search resources.

Maryland AJCs are in each of Maryland's counties and Baltimore City. Jobseekers and businesses will find Maryland AJC Professionals using state-of-the-art technologies to match people with jobs.



Scan for the  
list of American  
Job Centers

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