



Susquehanna Workforce Center

Elkton

Where Possibilities Live



Services to Customers

- JobConnect Program
- Virtual Seminars
- Employment Specialist Assistance
 - Job Search Assistance
 - Resume & Interview Assistance
 - Occupational Training
- Youth Program

Current Situation

- Staff is working from the Swan Creek Workforce Center
- Bel Air Workforce Center is closed
- We are providing services to the public virtually
- Current information is available on the website: www.swnetwork.org

Getting Started



Call Laurie at

410-272-5400 or 443-866-9161

- Set up or update account on mwejobs.maryland.gov website
- Asses customer needs
 - Refer customers to community programs as needed
 - Refer customers to virtual seminar
 - Refer customers to JobConnect
 - Refer businesses to Business Services representative

Virtual Seminars

- JobQuest
- Resume Preparation
- Interview Preparation
- 10 Steps to Federal Jobs
- LinkedIn for Job Search
- Financial Seminars offered in through APGFCU

Virtual Seminars

- Registered customers receive an invitation to a Zoom meeting
 - They can participate via Internet or call in
- Customers are called a day or so ahead of time to remind them about the meeting and verify attendance

JobConnect Program

- For jobseekers with strong work history
- No significant barriers to employment
- Looking to get back to work quickly

JobConnect Program



- Upload identification documents into MWE
- Meet with Employment Specialist to verify situation and eligibility for program
- Update resume
- Participate in JobHuddles with Business Services representatives
- Follow up services

Employment Specialist Assistance

- Job search assistance
- Resume and interview assistance
- Occupational training assistance
- Follow up services

Employment Specialist Assistance

- Customers upload documents into MWE
- Work with assessment tools like Traitify and the Work Interests and Work Values assessments in MWE
- Develop an Individualized Employment Plan
- Address jobseeker barriers

Occupational Training

Work with the MD Eligible Training Provider List

<i>Program Name</i>	<i>Program Length</i>
ACCOUNTING (18-20 CREDIT HOURS)	72 WEEKS
ADMINISTRATIVE PROFESSIONS (24 Credit Hours)	36 WEEKS
Boiler Plant Operator Exam Prep. (30 Clock Hours)	10 Weeks
CERTIFIED NURSING ASSISTANT (166 CLOCK HOURS)	15 WEEKS
CISCO CCNA CERTIFICATION PREP (100 CLOCK HOURS)	24 WEEKS
Commercial Driver License - Class A (300 Clock Hours)	8-10 Weeks
Computer Information Systems (32-34 CREDIT HOURS)	36 WEEKS
ENGINEERING TECHNOLOGY (65 CREDIT HOURS)	72 WEEKS
ENVIRONMENTAL TECHNOLOGY (29 CREDIT HOURS)	36 WEEKS
HVACR Non-credit Certificate (200 Clock Hours)	36 Weeks
MEDICAL ASSISTING CERTIFICATE (39 CREDIT HOURS)	64-88 WEEKS
Nurse Refresher (68.5 Clock Hours)	10 Weeks
PARALEGAL STUDIES (32-34 CREDIT HOURS)	36 WEEKS
PHOTOGRAPHY (19-20 CREDIT HOURS)	36 WKS
SHRM Certified Test Prep. (36 Clock Hours)	12 Weeks

Occupational Training

Special Training Opportunities:

- Project Forward
- IT/Cyber
- Production Technician
- COVID 19 National Dislocated Worker

Youth Services



- **Employability Skills**
- **GED**
- **Occupational Skills Training**
- **Leadership Development**
- **Financial Literacy**
- **Mentoring**
- **Many other skill building opportunities!**

Contact: Karen Hamilton:
khamilton@SWNetwork.org
for eligibility assessment

Youth Services Eligibility

16 – 24 year olds with barriers to employment

- Low income and requires additional assistance to maintain employment (lacks employability skills, limited work history, terminated from employment in the last (12) months, lacks occupational skills)
- Pregnant or Parenting
- Individual with physical or mental disability
- School dropout
- Basic skill deficient and low income
- Subject to juvenile justice or adult justice system
- Homeless, runaway or foster child

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Young Adult Work Experience Program



- The paid Work Experience Program consists of 150 paid hours.
- Participants are placed at a work-site developed by the participant and SWN's Youth Staff.
- Work Experience is a real job that creates an employment routine and allows participants to become comfortable in a work setting
- To be eligible for the Work Experience Program participants must be 16 – 24 and meet eligibility requirements.
- For more information contact Karen Hamilton, khamilton@SWNetwork.org

Business Services



- Assist Businesses with Recruiting and Training Needs
- Work with Partners, e.g. Office of Economic Development, Maryland Commerce, MD DOL to Provide Contacts for Local Resources
- Provide Recruiting Assistance e.g. Job Fairs , Hiring Events, Hot Jobs List
- Generate Labor Market Information as Requested/Needed
- Conduct Rapid Response meetings as Needed
- Help businesses post job openings on MWE
- Provide businesses with labor market information
- Help with job fairs and recruiting

Follow SWN for the most up to date information:



Facebook:

@SusquehannaWorkforceNetwork



LinkedIn: Susquehanna Workforce Network