

Maryland American Job Centers (AJCs) provide high quality, innovative workforce solutions for individuals and businesses. To find the AJC in your area, visit the Maryland Department of Labor, Licensing and Regulation's (DLLR's) website at www.dllr.maryland.gov.

Take advantage of this free resource offered to jobseekers and businesses by the DLLR utilizing the Maryland Workforce Exchange Virtual One Stop (MWE-VOS) at <http://mwejobs.maryland.gov>.



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STATE OF MARYLAND
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Kelly M. Schulz, Secretary

STATE OF MARYLAND
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DEPARTMENT OF LABOR, LICENSING AND REGULATION

**TRAIN
TO
HIRE**
Maryland On-the-Job Training



TRAIN TO HIRE connects displaced workers with meaningful training leading to employment and businesses with cost-effective ways to hire screened, qualified job applicants.

WHAT IS ON-THE-JOB TRAINING(OJT)?

On-the-Job Training (OJT) provides unique opportunities for participants to “learn as they earn.” The employer benefits by being reimbursed for part of the participant’s wages during the training period while having the services of a full-time employee.

By participating in training as an employee, the participant not only acquires new skills and knowledge but also receives the same wages and benefits as current employees in the same or similar positions.

BENEFITS TO JOBSEEKERS

- ▶ Ability to train for a new occupation
- ▶ Can “earn while you learn”
- ▶ An incentive for businesses to hire eligible candidates

What are the details?

Designed to help jobseekers obtain the necessary skills to re-enter employment, participants may benefit from academic and career planning, specialized résumé creation, mock interview skill sessions, boot-camp reemployment services, mentoring, and other activities that help to increase a participant’s “personal agency.” Supportive services may include transportation, uniforms, tools, work or training equipment, child or dependent care, graduation fees, and clothing for interviews or job fairs.

How can I find out more about Train to Hire?

If you are interested in learning more about Train to Hire, email us (christopher.maclarion@maryland.gov) your contact information and the county in which you live.

The Maryland Train to Hire On-the-Job Training (OJT) program offers Maryland businesses a unique opportunity to hire screened, qualified applicants while saving a substantial amount of money on training costs.

Support for Maryland’s OJT Train to Hire is provided by a Job Driven National Emergency Grant (JD NEG) awarded by USDOL’s Employment and Training Administration. This funding serves as a critical tool in helping workers and communities recover from the effects of the economic downturn, including plant closures, mass layoffs, and smaller worker dislocations by providing critical Workforce Innovation and Opportunity Act (WIOA) services. Sector partnerships within five (5) key industries are targeted:

- ▶ Healthcare
- ▶ Information Technology (IT)
- ▶ Transportation and Logistics
- ▶ Construction
- ▶ Manufacturing



BENEFITS TO BUSINESSES

- ▶ Wage reimbursement up to 50-90 percent during training
- ▶ Customized training plan based upon businesses’ unique needs
- ▶ Reduced cost of hiring
- ▶ Increased retention rates
- ▶ Immediate productivity

How can my business get started with Train to Hire? Our staff can work with you to fine-tune your company’s specific employment needs and will further coordinate with other partners to identify qualified jobseeker candidates to participate in training.* JD NEG funding for On-the-Job Training (OJT) is available to businesses which hire participants who are enrolled in the grant. Businesses can be reimbursed for a portion of the wages for each participant hired and enrolled in an OJT. The portion of the wages to be reimbursed is based upon a sliding scale according to the size of the business:

- ▶ Reimburse up to 90 percent for a business with 50 or fewer employees;
- ▶ Reimburse up to 75 percent for a business with 51-200 employees; or
- ▶ Reimburse up to 50 percent for a business with 200 or more employees.

* Training may be conducted by the company or by a training/ educational institution on behalf of the company.

FOR MORE INFORMATION

If you are interested in learning more about Train to Hire, email your contact information and the county in which you do business to Christopher MacLarion, Project Manager, at christopher.maclarion@maryland.gov.