



Resource Guide
for New American Job Seekers



Resource Guide for New American Job seekers

The Maryland Skilled Immigrant Task Force created this guide to provide helpful statewide and local resources for New American Job Seekers. It includes lists of nationwide organizations and services/programs provided to the New American jobseekers. Nationwide and local resources with descriptions, phone numbers, and links are provided.

NOTE: The information available on this resource guide is for informational purposes only and does not constitute an endorsement. Readers should be aware that the information listed is subject to change. Some services may be associated with a cost.

August 2020



Resource Guide for New American Job seekers

Statewide Resources

Organization	Credential Evaluation	Education & Training	Employment	Counseling & Health	Housing & Utilities	Legal	Interpretation & Translation	Youth	Government/ Government Agency
American Job Centers (AJCs)									
Credential Evaluation Services									
Community Colleges									
Department of Human Services (DHS)									
County Governments									
College Board									
Commission on Graduates of Foreign Nursing Schools (CGFNS International)									
English for Heritage Language Speakers Program (EHLS) at Georgetown University									
Governor's Office of Community Initiatives (GOCI)									
Graduate Women International (GWI) - Hegg Hoffet Fund									
Lutheran Social Services of the National Capital Area									
Maryland Department of Health (MDH)									
Maryland Department of Housing and Community Development (DHCD)									



Resource Guide for New American Job seekers

Organization	Credential Evaluation	Education & Training	Employment	Counseling & Health	Housing & Utilities	Legal	Interpretation & Translation	Youth	Government/ Government Agency
Maryland Department of Labor (MD Labor)									
Maryland Department of Labor Skilled Immigrant Task Force									
Maryland Department of Transportation (MDOT)									
Maryland Higher Education Commission (MHEC)									
Maryland State Department of Education (MSDE)									
Maryland's Office of Refugees and Asylees (MORA)									
OnWord Partner									
Switchboard									
U.S. Citizenship and Immigration Services (USCIS)									
United Way of Central Maryland									
Upwardly Global									
Welcome Back Center of Suburban Maryland									
Public Libraries									



Resource Guide for New American Job seekers

Local Resources

Organization	Credential Evaluation	Education & Training	Employment	Counseling & Health	Housing & Utilities	Legal	Interpretation & Translation	Youth	Government/ Government Agency
A Wider Circle									
Asian American Center of Frederick, MD (AACFMD)									
Asylum Seeker Assistance Project (ASAP)									
Baltimore City Child Care Resource Center									
Baltimore City Mayor's Office of Employment Development (MOED)									
Baltimore City Mayor's Office of Immigrant Affairs (MIMA)									
Baltimore County Dept. of Economic & Workforce Development (DEWD)									
Catholic Charities – Esperanza Center									
Center of Help/Centro de Ayuda									
Charles W. Gilchrist Immigrant Resource Center									
Chesapeake Multicultural Resource Center (ChesMRC)									



Resource Guide for New American Job seekers

Organization	Credential Evaluation	Education & Training	Employment	Counseling & Health	Housing & Utilities	Legal	Interpretation & Translation	Youth	Government/ Government Agency
Ethiopian Community Development Council									
Foreign-Born Information and Referral Network (FIRN)									
Intercultural Counseling Connection									
International Rescue Committee (IRC)									
Jewish Community Services									
Literacy Council of Montgomery County									
Montgomery Coalition for Adult English Literacy (MCAEL)									
South Baltimore Learning Center									
Strong City Baltimore									



Resource Guide for New American Job seekers

Organization Descriptions

Statewide Resources

American Job Centers: <http://labor.maryland.gov/county/>

Maryland's American Job Centers (AJCs) are conveniently located throughout the State and are dedicated to serving businesses find qualified employees, and job seekers find employment along with job skills training (free of charge).

National Association of Credential Services (NACES): <https://www.naces.org/members>

NACES does not evaluate credentials, but the website includes a useful list of all credential evaluators. Foreign credentials are evaluated by these organizations:

- A2Z Evaluations, LLC: <https://www.a2zeval.com>
- Academic Evaluation Services, Inc.: <https://aes-edu.org/website/home/index.cfm>
- Educational Credential Evaluators, Inc.: <https://www.ece.org>
- Educational Perspectives, nfp: <https://www.edperspective.org>
- Educational Records Evaluation Services, Inc.: <https://www.eres.com>
- Evaluation Service, Inc.: <http://www.evaluationservice.net>
- Foreign Academic Credential Service, Inc.: <https://www.facsusa.com>
- Foundation for International Services, Inc.: <https://www.fs-web.com>
- Global Credential Evaluators, Inc.: <https://gceus.com>
- Global Services Associates, Inc.: <http://www.globaleval.org>
- International Academic Credential Evaluators, Inc.: <https://www.iacei.net>
- International Consultants of Delaware, Inc.: <http://www.icdeval.com>
- International Education Evaluations, Inc.: <https://www.myiee.org>
- International Education Research Foundation, Inc.: <https://www.ierf.org>
- International Evaluation Service, Center for Applied Research, Evaluations, & Education, Inc.: <https://www.iescaree.com>
- Josef Silny & Associates, Inc. International Education Consultants: <https://www.jsilny.org>
- SpanTran: The Evaluation Company: <https://www.spantran.com>
- Transcript Research: <https://transcriptresearch.com>
- World Education Services, Inc.: <https://www.wes.org>

If you need an evaluation for a particular licensing board or educational facility, please check their requirements as they may require evaluations done by a specific company.



Resource Guide for New American Job seekers

Community Colleges

Maryland's 16 community colleges are comprehensive, open-admission institutions with affordable tuition. By providing academic opportunities such as transfer degrees, workforce training, adult education and lifelong learning, the community colleges encourage new and existing business development and create long-term economic growth for the state.

- Allegany College: <https://www.allegany.edu>
- Anne Arundel Community College: <https://www.aacc.edu>
- Baltimore City Community College: <https://www.bccc.edu>
- Carroll Community College: <https://www.carrollcc.edu>
- Cecil College: <https://www.cecil.edu>
- Chesapeake College: <https://www.chesapeake.edu>
- College of Southern Maryland: <https://www.csmd.edu>
- Community College of Baltimore County: <https://www.ccbcmd.edu>
- Frederick Community College: <https://www.frederick.edu>
- Garrett College: <https://www.garrettcollege.edu>
- Hagerstown Community College: <http://www.hagerstowncc.edu>
- Harford Community College: <https://www.harford.edu>
- Howard Community College: <https://www.howardcc.edu>
- Montgomery College: <https://www.montgomerycollege.edu>
- Prince George's Community College: <https://www.pgcc.edu>
- Wor-Wic Community College: <https://www.worwic.edu>

Maryland Department of Human Services: <http://dhs.maryland.gov>

The Maryland Department of Human Services helps vulnerable Marylanders buy healthy foods, pay energy bills, and obtain medical assistance. We also provide stable environments for at-risk children and adults. Find your local office here: <http://dhs.maryland.gov/local-offices/>.

County Governments: <https://www.maryland.gov/pages/nearme.aspx>

For much of Maryland, local government typically is county government. Twenty-three counties and Baltimore City make up the twenty-four main local jurisdictions found in Maryland. Baltimore City, although a municipality, has been considered on a par with county jurisdictions since the adoption of the Maryland Constitution of 1851.



Resource Guide for New American Job seekers

College Board: <https://www.collegeboard.org/>

The College Board helps more than seven million students prepare for a successful transition to college through programs and services in college readiness and college success — including the SAT and the Advanced Placement Program. The organization also serves the education community through research and advocacy on behalf of students, educators and schools.

Commission on Graduates of Foreign Nursing Schools (CGFNS International): <http://www.cgfns.org/>

CGFNS International serves the global community through programs and services that verify and promote the knowledge-based practice competency of health care professionals. Certification by CGFNS International opens employment doors for nurses and other healthcare professionals because we are recognized as the global authority on the evaluation and verification of professional credentials.

English for Heritage Language Speakers Program (EHLS) at Georgetown University: <http://www.ehlsprogram.org/>

The English for Heritage Language Speakers (EHLS) Program offers a unique opportunity to U.S. citizens who are native speakers of critical languages. Participants receive full tuition and a living stipend while attending an 8-month course hosted at Georgetown University. As scholars, they undergo intensive training in professional communication and career skills essential for working in the government. Upon graduation, EHLS participants seek work in federal agencies as part of their scholarship obligation.

Governor's Office of Community Initiatives (GOCI): <https://goci.maryland.gov/ethnic-commissions/>

The Governor's Office of Community Initiatives oversees seven ethnic and cultural commissions, established to connect those ethnic communities to state resources, and to effectively address their social, business, education, and health needs.

Graduate Women International (GWI) - Hegg Hoffet Fund: <https://graduatewomen.org/what-we-do/grants-fellowships/hegg-hoffet/>

GWl's Hegg Hoffet Fund provides short-term grants for refresher courses for re-entry into the candidates' professional field (or if that is not possible, training courses leading to some other employment), and for language training and other courses to assist with integration into their new countries. In addition to financial assistance, GWl's national and local groups also provide the graduate refugees with moral support to help them to adjust to life in a different country.

Lutheran Social Services of the National Capital Area (LSSNCA): <https://lssnca.org/>

LSSNCA provides services in adoption and Foster Care, Youth Wellness and Refugee Resettlement.

Maryland Department of Health (MDH): <https://health.maryland.gov/pages/home.aspx>

The Maryland Department of Health works together to promote and improve the health and safety of all Marylanders through disease prevention, access to care, quality management, and community engagement.



Resource Guide for New American Job seekers

Maryland Department of Housing and Community Development (DHCD): <https://dhcd.maryland.gov/pages/default.aspx>

The Maryland Department of Housing and Community Development is proud to be at the forefront in implementing housing policy that promotes and preserves homeownership and creating innovative community development initiatives to meet the challenges of a growing Maryland. This includes the Maryland Mortgage Program, rental housing programs, business lending, etc.

Maryland Department of Labor (Labor): <http://www.labor.maryland.gov>

Here you will find information on the many programs and services available to you through the Department. MD Labor provides job development and employment training to help our citizens get the skills and expertise they need to move with our economy into Maryland's future.

Maryland Department of Labor - Skilled Immigrant Task Force: <http://www.labor.maryland.gov/employment/skilledimmigrant.shtml>

The Maryland Skilled Immigrant Task Force is a consortium of public and private workforce development organizations that seek to leverage skills which foreign-trained immigrants bring to the United State to meet local job market demand.

Maryland Department of Transportation (MDOT): <http://www.mdot.maryland.gov/>

The Maryland Department of Transportation (MDOT) is an organization comprised of five business units and one Authority. They are: The Secretary's Office, MDOT State Highway Administration, MDOT Maryland Transit Administration, MDOT Motor Vehicle Administration, MDOT Maryland Port Administration, MDOT Maryland Aviation Administration and the Maryland Transportation Authority.

Maryland Higher Education Commission (MHEC): <https://mhec.state.md.us/Pages/default.aspx>

The Maryland Higher Education Commission is the State of Maryland's higher education coordinating board responsible for establishing statewide policies for Maryland public and private colleges and universities and for-profit career schools. MHEC also administers state financial aid programs that affect students on a statewide basis.

Maryland State Department of Education (MSDE): <http://marylandpublicschools.org/Pages/default.aspx>

The Maryland State Department of Education is dedicated to supporting a world-class educational system that prepares all students for college and career success in the 21st century. With excellent stewardship from our divisions, we oversee state and federal programs that support the needs of a diverse population—students, teachers, principals, and other educators—throughout Maryland.

Maryland's Office of Refugees and Asylees (MORA): <http://dhs.maryland.gov/maryland-office-for-refugees-and-asylees/>

This office provides support and services to federally recognized refugees and humanitarian migrants to ease their integration into American society.



Resource Guide for New American Job seekers

OnWord Partner: <https://www.onwordpartner.com/>

OnWORD Partner is an organization that supports immigrants and refugees who have established careers and seek to become professionally integrated in the U.S. We provide individualized career and educational advising as well as language and legal support services.

Switchboard: <https://switchboardta.org/>

Switchboard is a one-stop resource hub for refugee service providers in the United States. With the support of the Office of Refugee Resettlement (ORR), we offer tools and materials, learning opportunities, research, and technical assistance on resettlement-related topics, including employment resources.

U.S. Citizenship and Immigration Services (USCIS): <https://www.uscis.gov/>

The U.S. Citizenship and Immigration Services is the federal agency that oversees lawful immigration to the United States. It provides citizenship, immigration of family members, working in the US, humanitarian programs, adoptions, civic integration and genealogy services.

United Way of Central Maryland: <https://www.uwcm.org/main/>

United Way of Central Maryland advances the basic needs building blocks of education, housing, employment and health to help low income families achieve self-sufficiency.

Upwardly Global: <https://www.upwardlyglobal.org/>

Upwardly Global (UpGlo) helps work-authorized immigrants, refugees, asylees, and Special Immigrant Visa holders (SIVs) restart– or start -their professional careers in the United States. Our Job Search Program will prepare you for the U.S. job search which includes core training, networking, resources and coaching. Upwardly Global also has a digital job search courses available to all job seekers: <https://www.upwardlyglobal.org/free-online-job-search-courses/> A Jobversity's Resource Library, which includes free job resource guides and a job search curriculum to empower practitioners and their clients, is also available: <https://jobversity.upwardlyglobal.org/resource-library/>

Welcome Back Center of Suburban Maryland: <https://www.lhiinfo.org/programs-projects/welcome-back-center-of-suburban-maryland/>

The Welcome Back Center model accomplishes its goals by providing: Guidance and support, including individualized case management, Academic training, including English as a Second Language instruction and board exam preparation, On-the-job practical exposure to the U.S. healthcare system and mentoring at Maryland hospitals and other healthcare facilities, Pre-employment services for health-related jobs, career development support, and job readiness training, Leadership development for culturally competent transformative leaders.



Resource Guide for New American Job seekers

Public Libraries

Maryland residents are eligible to borrow from any public library in the state without paying a registration fee and thus may use multiple library locations to meet their information and reading needs. They also provide free educational, academic, and Internet resources across the state of Maryland.

- Baltimore County Public Library: <https://www.bcpl.info/>
- Caroline County Public Library: <https://www.carolib.org/>
- Dorchester County Public Library: <http://www.dorchesterlibrary.org/>
- Enoch Pratt Free Libraries: <https://www.prattlibrary.org/>
- Frederick County Free Public Libraries: <https://www.fcpl.org/>
- Howard County Library System: <https://hclibrary.org/>
- Kent County Public Library: <http://www.kentcountylibrary.org/>
- Montgomery County Public Libraries: <https://www.montgomerycountymd.gov/library/>
- Prince George's County Memorial Library System: <https://www.pgcmlls.info/>
- Queen Anne's County Public Library: <https://www.qaclibrary.org/>
- Somerset County Library Systems: <http://www.somelib.org/>
- Talbot County Free Libraries: <http://www.tcfl.org/>
- Worcester County Library: <http://www.worcesterlibrary.org/>
- Wicomico Public Libraries: <http://www.wicomicolibraries.org/>



Resource Guide for New American Job seekers

Organization Descriptions

Local Resources

A Wider Circle: <http://awidercircle.org> or (301) 608-3504

Programs and services that focus on the creation of stable homes; workforce development programming to move families to economic self-sufficiency; neighborhood revitalization; and the creation of greater awareness and engagement by the community, as a whole.

Asian American Center of Frederick, MD (AACFMD): <http://www.aacfm.org/> or (301) 694-3355

AACFMD services include interpreter/translation services, ESL and Citizenship classes, mentoring, housing, education, employment and business development.

Asylum Seeker Assistance Project (ASAP): <https://www.asylumprojectdc.org/>

ASAP provides social services, employment support and community to Asylum Seekers in the DMV. Our mission is to support the safety, stability, and economic security of Asylum Seekers and to empower them to rebuild their lives in the U.S. ASAP conducts professional employment readiness trainings, individualized employment support including resume editing, mock interview practice, and opportunities to network. We have employment resources and specialize in working with Asylum Seekers looking to return to their profession of choice.

Baltimore City Child Care Resource Center (BCCRC): <http://www.bccrc.org/for-families-and-parents.html> or 1(887) 261-0060

BCCRC helps parents who are looking for child care, provides training and technical assistance for child care professionals, and assists employers interested in helping their employees to balance work and family life.

Baltimore City Mayor's Office of Employment Development (MOED): <https://moed.baltimorecity.gov/> or (410) 396-3009

The Mayor's Office of Employment Development (MOED) coordinates and directs workforce development initiatives responsive to the needs of Baltimore City employers and job seekers in order to enhance and promote the local economy.

Baltimore City Mayor's Office of Immigrant Affairs (MIMA): <https://mima.baltimorecity.gov/>

The mission of the Mayor's Office of Immigrant Affairs is to promote community well being, economic development, and the integration of immigrant communities by identifying needs and opportunities that immigrants bring to our city, while developing public-private partnerships to strengthen the development of these communities.



Resource Guide for New American Job seekers

Baltimore County Dept. of Economic & Workforce Development (DEWD): <https://www.baltimorecountymd.gov/Agencies/economicdev/index.html>

Provides job-seeker services such as tools to find and connect to jobs, opportunities to sharpen skills for the job search, and career pathway planning and development.

Catholic Charities – Esperanza Center: <https://www.catholiccharities-md.org/services/esperanza-center/> or (667) 600-2000

Our dedicated staff and volunteers provide services related to education, healthcare, immigration legal matters, family reunification, anti-trafficking, and general community support to thousands of immigrants.

Center of Help/Centro de Ayuda: <https://centerofhelp.com/> or (410) 295-3434

The Center of Help is a comprehensive resource and community center for Hispanic-Latinos and immigrants in the Anne Arundel community. Thanks to our donors, volunteers, partners, and dedicated staff, individuals and families from all over the world, who now call Anne Arundel County home, receive educational, economic, social, and linguistic services at little to no cost each day through our case work and educational programs.

Charles W. Gilchrist Immigrant Resource Center: <https://www.montgomerycountymd.gov/gilchrist/> or (410) 295-3434

The Gilchrist Center is a gateway for Montgomery County immigrants: they can obtain information and referrals to programs and services offered by government agencies and community organizations, strengthen their life skills through English and basic computer classes, and increase their knowledge to prepare for civic life and/or U.S. citizenship.

Chesapeake Multicultural Resource Center (ChesMRC): <https://chesmrc.org/> or (240) 777-4940

Through immigration and citizenship direct services, youth development, a resource center, language interpretation resources and cultural competency training, ChesMRC empowers people from different cultures to become successful and engaged members of the community.

Ethiopian Community Development Council: <https://www.ecdcus.org/what-we-do/> or (703) 685-0510

ECDC provides a variety of services to support refugee and immigrant communities such as refugee resettlement, community integration, public education, and international projects.

Foreign-Born Information and Referral Network (FIRN): <https://www.firnonline.org/> or (410) 992-1923

FIRN provides support to foreign born individuals from all over the world through immigration counseling, language connections and interpreting, information and referrals, and an after school program.



Resource Guide for New American Job seekers

Intercultural Counseling Connection: <http://www.interculturalcounseling.org/> or (410) 235-2465

The Intercultural Counseling Connection is a referral network of mental health professionals committed to providing culturally responsive counseling and therapeutic services for asylum seekers, refugees, and other forced migrants in the greater Baltimore area. Counseling services through the Connection network are provided for free (pro bono) or under reimbursement through Medical Assistance (Medicaid).

International Rescue Committee (IRC):

<https://www.rescue.org/united-states/baltimore-md> or (410) 327-1885

<https://www.rescue.org/united-states/silver-spring-md> or (301) 562-8633

Maryland offices in Baltimore and Silver Spring support humanitarian immigrant through multiple services including case management, entry level employment, career development and immigration support.

Jewish Community Services: <https://www.jcsbaltimore.org/> or (410) 466-9200

Through the programs and services of Jewish Community Services, families and individuals will be supported in meeting basic needs for economic sufficiency; in living independently; in achieving mental health and competence; and in feeling supported by and connected to the Jewish community in ways that are meaningful to them.

Literacy Council of Montgomery County: <http://www.literacycouncilmcmd.org/> or (301) 610-0030

At LCMC, we teach adults to read, write, and speak English in a vibrant multicultural community where English proficiency is a tool for success. We equip adult learners with skills for life! Our students improve their employment opportunities, become better citizens, acquire consumer skills, and increase their involvement in their children's education.

Montgomery Coalition for Adult English Literacy (MCAEL): <https://www.mcael.org/> or (301) 881-1338

The Montgomery Coalition for Adult English Literacy (MCAEL) is a community coalition- a group of individuals and organizations from the community that have come together to strengthen and promote adult English literacy services in Montgomery County.

South Baltimore Learning Center: <http://southbaltimorelearns.org/> or (410) 625-4215

The mission of SBLC is to improve the self-sufficiency of educationally disadvantaged adults. SBLC is a community-based nonprofit organization providing functional literacy and life skills training, in addition to career preparation services, to residents in the Baltimore Area.

Strong City Baltimore: <https://www.strongcitybaltimore.org/> or (410) 261-3500

Strong City's programs and partnerships increase individuals' capacity to succeed through the following services: Adult Learning Center, Neighborhood Programs, a Community Center, an after school program.



Resource Guide for New American Job seekers

Online Resources

2020 Howard County Resource Guide for Older Adults, Persons with Disabilities, and Caregivers

<http://howardcountyresourceguide2019.custommediaoptions.com/publication/?m=34055&l=1&i=629519&p=0>

Directory of Maryland Adult Education Programs/Classes

<http://labor.maryland.gov/gedmd/programs.shtml>

Maryland Eligible Training Provider's List – (WIOA)

<http://labor.maryland.gov/employment/train/>

Maryland Workforce Exchange (MWE)

<https://mwejobs.maryland.gov/vosnet/Default.aspx>

BGE Community Resource Guide

<https://www.bge.com/MyAccount/CustomerSupport/Pages/CustomerGuides.aspx>

infoMONTGOMERY

<https://www.infomontgomery.org/>

Maryland Courts

<https://mdcourts.gov/legalhelp/employment>

Baltimore Community Resources

<https://www.baltimorecountymd.gov/Agencies/aging/publications/resources.html>

IMPRINT

<https://www.imprintproject.org/program-map/>



Resource Guide
for New American Job Seekers