

Now Hiring

**Mayor's Office of
Employment Development
Workforce Centers**

Eastside One-Stop Career Center

3001 E. Madison St.
Baltimore, MD 21205
410-396-9030

Northwest One-Stop Career Center

Mondawmin Mall
2401 Liberty Heights Ave.
Baltimore, MD 21215
410-396-7873

Employment Connection Center

1410 Bush St.
Baltimore, MD 21230
410-396-1052

Workforce Reception Center

(By referral only)
100 W. 23rd St.
Baltimore, MD 21218
Phone (410) 396-6580

**Westside Youth Opportunity
(YO Baltimore)**

1510 W. Lafayette St.
(Gillmor St. entrance)
Baltimore, MD 21217
410-545-6953

**Eastside Youth Opportunity
(YO Baltimore) HEBCAC**

1212 N. Wolfe St.
Baltimore, MD 21205
410-732-2661

Partner Sites

Bon Secours Community Works

Community Job Hub
26 N. Fulton Ave.
Baltimore, MD 21223
410-801 6100

GEDCO

Community Job Hub
5513 York Rd. (rear entrance)
Baltimore, MD 21212
410-532-7117

My Brother's Keeper

Community Job Hub
4207 Frederick Ave.
Baltimore, MD 21229
667-600-2950



@BaltMOED



moed.baltimorecity.gov

Maryland New Directions is Hiring Job Coach – Job Order 1491222

Job coach to support the job training, certification, development, and employment of motivated clients, focusing on industry specific training, living wage placements in a long-term career.

Job Summary: This position works directly with MNDs clients and employers, assisting clients to become job ready, find work, and retain employment. Job coaches support the facilitation of MNDs job readiness workshops, while providing direct support services.

Job coaches support the facilitation of MNDs job readiness workshops, while providing direct support services, referrals, and case management, as well as assisting diverse organizational activities including outreach and advocacy

This position requires client engagement and training development support, as well as offering individual support services to clients such as barrier assessment and resolution

Conduct intake interviews and assess client readiness for training and employment

Provide job coaching, case management and job placement assistance to all designated clients

Maintain appropriate written and computerized client files and records

Serve as facilitator for job readiness workshops during MNDs employment training programs

Qualifications Bachelor degree or equivalent work experience in human services fields. Effective oral and written communication. Experience working with diverse populations a MUST! Ability to relate to clients and be a role model to provide support and guidance. Ability to cultivate relationships through cold calls and other contact opportunities. Computer literacy in Microsoft Excel, Word and PowerPoint Ability to work flexible hours when needed.

To apply: Email cover letter and resume to: rworen@oedworks.com

**Now Hiring is a service of the Mayor's Office of Employment, the Baltimore
Workforce Development Board and multiple workforce partners.**



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