

# MONTGOMERY COUNTY, MD - DISABILITY NETWORK DIRECTORY

## Employment

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**This is a project of the Montgomery County Commission on People with Disabilities. To submit an update, add or remove a listing, or request an alternative format, please contact: [DHHSWebsite@montgomerycountymd.gov](mailto:DHHSWebsite@montgomerycountymd.gov), 240-777-1246 (V), MD Relay 711.**

### Abilities Network and Project ACT

#### Headquarters

8503 LaSalle Road  
Towson, MD 21286  
410-828-7700 (V)  
1-800-492-2523 (Toll Free)

#### Prince George's / Montgomery Counties

1738 Elton Road, Suite 205  
Silver Spring, MD 20903  
301-431-7740 (V)

E-mail: [information@abilitiesnetwork.org](mailto:information@abilitiesnetwork.org)  
[www.abilitiesnetwork.org](http://www.abilitiesnetwork.org)

Non-profit organization that assists individuals with disabilities in Maryland. Provide individualized support in identifying and securing competitive employment within the individual's community.

**Supported Employment Services:** Transitioning Youth students approved for ongoing supported employment services through DDA are provided with funding to receive employment support between high school graduation and the final admission into a DDA-funded agency.

**Non-Supported Employment Services:** Provide job development and/or job coaching for a time limited period approved through DORS for individuals throughout Maryland. Services may be/are available to individuals with disabilities who are not eligible for DDA employment support.

**Employee Development Services:** 10-week classroom-style program for job seekers that includes work adjustment training; providing a comprehensive, individualized process that assists people to develop or re-establish skills, attitudes, personal characteristics and work behaviors to achieve positive employment outcomes.

**Student to Employment Services (STEP):** Provides employment services to Howard County students for the three years prior to their graduation year with a focus on employment development, placement, and retention.

**Employment Services through the Office of Blindness and Vision Services:** Provide employment services to those whose primary disability is vision loss.

### Affiliated Santé Group – Rock Creek Foundation

Ray Salzberg, President  
12120 Plum Orchard Drive  
Silver Spring, MD 20904  
301-586-0900 (V)

[www.thesantegroup.org](http://www.thesantegroup.org)

Provide services to people with developmental disabilities, specializing in serving those individuals who also have emotional disorders, psychological and psychiatric services. Career Designs Supported Employment is community-based competitive and supportive employment placements that match the client's interests, values, and skill level. Assessment, career planning, work adjustment training, job development, mentoring, and job coaching.

### Anchor Mental Health Association – Catholic Charities

1001 Lawrence Street, NE  
Washington, DC 20017-0058  
202-635-5900 (V)

Provide supported employment for qualified workers who are recovering from mental illness.

### Arc of Montgomery

Daria Cervantes, Director  
603 Southlawn Lane  
Rockville MD 20850  
301-984-5777 x 2212 (V)  
E-mail: [dariac@arcmontmd.org](mailto:dariac@arcmontmd.org)  
[www.thearcofmontgomerycounty.org](http://www.thearcofmontgomerycounty.org)

**Supported Employment:** Services are designed to enhance each individual's abilities and skills, allowing them to work as independently as possible in the community. Trained job coaches monitor each worker's performance and serve as intermediaries with employers to help workers succeed on the job and to resolve concerns before they become workplace issues.

#### Transitioning Youth Retail Project

301-984-5777 x 1226 (V)  
E-mail: [donnak@arcmontmd.org](mailto:donnak@arcmontmd.org)

Program that prepares young adults with mild and intellectual disabilities to work successfully in the retail sector. Open to Montgomery County residents aged 18 to 24 with documented intellectual and/or developmental disabilities. Throughout the 10-week course, each student will receive personalized attention that focuses on their unique needs. Job coaches work in tandem with students and retail partners for 6 months after the internship phase providing limited one-on-one job placement assistance, retention services, mentoring, and life coaching.

### Arc of Prince George's County

1401 McCormick Drive  
Largo, MD 20774  
301-925-7050 (V)  
E-mail: [info@thearcofpgc.org](mailto:info@thearcofpgc.org)  
[www.thearcofpgc.org](http://www.thearcofpgc.org)

Provide individualized, wrap-around services that enable individuals with I/DD get and keep good jobs. Provide training, placement and support necessary to prepare our clients for employment in inclusive, community-based settings, where they receive competitive wages. **Supported Employment Program** offers training opportunities, support, practical internships and individualized job placement. **Youth Employment OFFICE Prep** is a new program developed specifically for older youth (up to age 21) and modeled after the OSTP. It consists of six months of classroom training, placement, job coaching and once a student secures employment, drop-in support for the first three months. Follow-up services continue for six months after job placement. Offer an **Office Skills Training Center:** Students attend a one year program that provides education, training, and skills to allow individuals with developmental disabilities the opportunities for successful employment in office settings.

### Ardmore Enterprises, Inc.

3000 Lottsford Vista Road  
Mitchellville, MD 20721-4001  
301-577-2575 (V)  
E-mail: [info@ardmoreenterprises.org](mailto:info@ardmoreenterprises.org)  
[www.ardmoreenterprises.org](http://www.ardmoreenterprises.org)

Provides support for individuals with intellectual and other developmental disabilities to obtain meaningful employment in paid positions in the community. Offer job development, placement, career development, counseling, supervision, training, and support, through both DDA and DORS funding.

### Caroline Center Inc.

Theresa Veltrie, Senior Director of Program & Services  
15210 Dino Drive  
Burtonsville, MD 20866  
301-476-9310 (V)  
1-800-863-2102 (Toll Free)  
E-mail: [tveltrie@carolinecenterinc.org](mailto:tveltrie@carolinecenterinc.org)  
<http://carolinecenterinc.org>

**Vocational Exploration:** Employment skills are the focus in this area. Individuals are taught self-directed skills to aid in interpersonal communication, job selection and application processes, interviewing, managing work-place stress and maintaining employment. **Community Integration:** Once successful completion of Vocational Exploration is achieved, individuals are ready to enter the outside workforce through volunteer or paid experiences. Life Area Leaders serve as mentors and build relationships with community employers in order to support and encourage the employment process.

### CarrieOn Coaching, LLC

Carrie L. Morris, PHR, ACC, Certified MBTI Practitioner  
10 Leatherleaf Court  
Gaithersburg, MD 20878  
301-721-7670 (V)  
E-mail: [carriemorris1@gmail.com](mailto:carriemorris1@gmail.com)  
[www.carrieon-coaching.com](http://www.carrieon-coaching.com)

Offers a continuum of personal and career development services for young adults and families who struggle with the transition from dependence to independence, ensuring they are career ready and thrive in the workplace. Support services include: foundational life skills management, ADHD/executive functioning coaching, goal setting and achievement, career assessment tools and job search support.

### Change, Inc.

115 Stoner Avenue  
Westminster, MD 21157  
410-876-2179 (V)  
[www.changeinc.cc](http://www.changeinc.cc)

Customized employment services are intensive, short-term services intended to help you discover your career path and obtain independent employment. These services typically last 8 to 10 weeks working 1:1 with a specially trained employment specialist.

### **CHI Centers**

10501 New Hampshire Avenue  
Silver Spring, MD 20903  
301-439-4330 x 105 (Supported Employment)  
E-mail: [supemp@chicenters.org](mailto:supemp@chicenters.org)  
[www.chicenters.org](http://www.chicenters.org)

Vocational programs for individuals with developmental disabilities that prepare them for supported or competitive work placements, on-the-job training, and on-going consultation and support.

### **Columbia Lighthouse for the Blind Employment Services**

8720 Georgia Avenue, Suite 210 and Suite 1011  
Silver Spring, MD 20910  
301-589-0894 (V)  
[www.clb.org](http://www.clb.org)

Serve all individuals who are living with vision impairment or blindness as well as Veterans from all branches of the military. Train clients who are visually impaired or blind on job readiness skills needed for gainful employment and to achieve success in the workplace. Programs and services include: vocational and situational assessments; resume support; interviewing skills development; job development; job placement and retention services; job coaching services; job accommodation support and employer education; and travel training to navigate public transportation. **Bridge to Work** offers an employment and training program for service disabled, visually impaired or blind Veterans to assist them in entering or re-entering the workforce.

### **Community Services for Autistic Adults and Children (CSAAC)**

Oladapo Alagbe, Director of Vocational Supports  
8615 East Village Avenue  
Montgomery Village, MD 20886  
240-912-2251 (V)  
E-mail: [oolagbe@csaac.org](mailto:oolagbe@csaac.org)  
[www.csaac.org](http://www.csaac.org)

Supported employment program offers a wide range of supports and expertise which allows individuals with autism to succeed at competitive employment. Each transitioning youth and adult is assessed by their own interests, skills and characteristics of autism that will influence employment. The need for auxiliary training, such as social skills, work-place safety and transportation skills, is also assessed. Supported employment personnel help prepare the worksite for the individual, provide task and behavioral support and intervene to overcome obstacles to keeping the job. Additionally, psychological services, applied behavior analysis, counseling, instructional training, and ongoing training of the job coach are all available, as necessary.

### **Community Support Services (CSS)**

9075 Comprint Court  
Gaithersburg, MD 20877  
301-926-2300 (V)  
E-mail: [svanderwoude@css-md.org](mailto:svanderwoude@css-md.org)  
[www.css-md.org](http://www.css-md.org)

Offers individuals age 21 and older with autism or other severe developmental delays continual support in paid, volunteer and/or self-employment endeavors. Support services include career planning; employment training; on-the-job training; and positive behavior programming. Vocational counselors provide on-site training, teaching the specific skills necessary for the job, as well as providing social skills training, money management and other work-related skills.

### **Cornerstone Montgomery**

2 Taft Court, Suite 200  
Rockville, MD 20850  
301-715-3673 (V)  
[www.cornerstonemontgomery.org](http://www.cornerstonemontgomery.org)

Assist people living with mental health and co-occurring mental health and substance abuse disorders to live, work and integrate successfully within the community. Supported employment services and mental health treatment are integrated together. Services include: one-on-one coaching with a Supported Employment Specialist to help determine skills, interests, and long term career goals; help with creating a step-by-step plan to achieve employment-related goals; help with developing resumes, writing the perfect cover letter, and filling out online applications; support with community-based job search activities, such as going into business and speaking to a hiring manager, completing mock interviews with prominent members of the business community, or participating in 'job try-outs' to get a feel for a specific job or industry; benefits counseling to learn how work will impact publicly funded entitlements such as SSI or SSDI; on-site job coaching at the new position; and long-term support for keeping the job.

### **Crossway Community, Inc.**

3015 Upton Drive  
Kensington, MD 20895  
301-929-2505 (V)  
E-mail: [info@crossway-community.org](mailto:info@crossway-community.org)  
[www.crossway-community.org](http://www.crossway-community.org)

Educational and supportive services for low-income, at-risk families. Two-year transitional program with education & training components with Montessori school on premises for children. Serve the Metropolitan Washington area.

## Division of Rehabilitation Services (DORS)

[www.dors.maryland.gov](http://www.dors.maryland.gov)

Assist individuals with physical, emotional, intellectual, developmental, sensory and learning disabilities go to work and keep their jobs by providing services such as career assessment and counseling, assistive technology, job training, higher education and job placement.

### Germantown Office

20010 Century Boulevard, Suite 400

Germantown, MD 20874

301-601-1500 (V)

301-200-8083 (Videophone)

E-mail: [germantown.dors@maryland.gov](mailto:germantown.dors@maryland.gov)

### Wheaton Office

Westfield South Office, Suite 408

11002 Veirs Mill Road

Wheaton, MD 20902

301-949-3750 (V)

301-200-8090 (Videophone)

E-mail: [wheaton.dors@maryland.gov](mailto:wheaton.dors@maryland.gov)

### Workforce Technology Center

2301 Argonne Drive

Baltimore, MD 21218

410-554-9108 (V)

1-888-200-7117 (Toll Free)

410-415-9306 (Videophone)

E-mail: [wtc.dors@maryland.gov](mailto:wtc.dors@maryland.gov)

Services are available to DORS consumers who are referred to WTC by their DORS counselor. Services include: work readiness programs; career training programs; career assessments; academic tutoring and GED; employment services; assistive technology; dormitory services; and health and wellness center.

### Office for Blindness and Vision Services –

#### Montgomery County / Western, MD Office

301-777-2119 (V)

E-mail: [obvs.dors@maryland.gov](mailto:obvs.dors@maryland.gov)

Programs and services for individuals whose primary disability is vision loss include career guidance and assessment; assistive technology; vocational or academic education; independent living skills training; orientation and mobility; and job placement.

## Emerge

9180 Rumsey Road, Suite D2

Columbia, MD 21045

410-884-4420 (V)

E-mail: [info@emergeinc.org](mailto:info@emergeinc.org)

<http://emergeinc.org>

Not-for-profit organization serving individuals with developmental, physical and mental health disabilities. To assist individuals with obtaining and maintaining employment, EmERGE offers interest inventory and work evaluations; training programs for specific task skills and appropriate work behavior; job finding; on the job coaching; transportation; and assistance with coordination of benefits and other rehabilitation services.

## Employment Support Center (ESC)

Ellie Wegener, Executive Director

[www.employmentsupportcenter.org](http://www.employmentsupportcenter.org)

Conduct group meetings for the unemployed and the under-employed, guiding individuals through networking and one-on-one sessions. Assist them to acquire the skills needed to quickly gain interviews, to interview successfully and to be offered the job; help each other through the process of finding a job swap leads, contacts and job search information provide mutual support during unemployment, one of the most stressful periods in a person's life. If you are need of personal assistance with your job search, please using the online contact form.

## Family Services Agency, Inc.

### Montgomery Station

610 East Diamond Avenue, Suite 100

Gaithersburg, MD 20877-5323

301-840-3200 (V)

E-mail: [info@fs-inc.org](mailto:info@fs-inc.org)

[www.fs-inc.org/services/programs/montgomery-station](http://www.fs-inc.org/services/programs/montgomery-station)

Supportive employment program within the psychiatric rehabilitation program. Assists adults with serious mental illness obtain and keep competitive permanent employment.

### The Upscale Resale Thrift Shop

College Plaza

15130 Frederick Road

Rockville, MD 20850

301-738-7723 (V)

E-mail: [info@upscaleresalethriftshop.org](mailto:info@upscaleresalethriftshop.org)

[www.upscaleresalethriftshop.org](http://www.upscaleresalethriftshop.org)

Non-profit organization. Provides employment opportunities for persons with mental illness.

## Full Citizenship of Maryland

4415 Queensbury Road

Riverdale, MD 20737

301-209-0696 (V)

Supported employment services for people with autism, intellectual disabilities or other developmental disabilities, and behavior disorders. Provide individualized community living supports and assistance to individuals with developmental disabilities. Funded through the Developmental Disabilities Administration (DDA).

### **Head Injury Rehabilitation & Referral Services, Inc.**

11 Taft Court, Suite 100  
Rockville, MD 20850  
301-309-2228 (V)

E-mail: [tbi@headinjuryrehab.org](mailto:tbi@headinjuryrehab.org)  
[www.headinjuryrehab.org](http://www.headinjuryrehab.org)

Serve adults 18 years and older with neurological impairments or traumatic brain injury. Vocational program services include: vocational assessment and program planning; skills development; resume preparation; work adjustment training; work hardening; job development; job coaching; employer and peer education; and development of reasonable accommodations.

### **Housing Opportunities Commission (HOC) - Adult Education and Work Force Development Program**

240-627-9400 (V)

[www.hocmc.org](http://www.hocmc.org)

HOC's effort to promote self-empowerment, achievement and upward mobility among residents by connecting them to career training educational services. The program is designed to meet residents at their individual levels of need and then pave the pathway for them to achieve their career and educational goals. Through partnerships with Montgomery College, MontgomeryWorks, and other community organizations, the program offers: ESOL classes and GED counseling; job placement assistance; career advising; college preparation; financial literacy workshops; scholarship opportunities; job training workshops; and financial aid counseling and FAFSA application assistance.

### **Humanim**

6355 Woodside Court  
Columbia, MD 21046  
410-381-7171 (V)

E-mail: [info@humanim.com](mailto:info@humanim.com)  
[www.humanim.com](http://www.humanim.com)

Nonprofit organization providing career training, job placement and job support services for individuals who have encountered challenges to employment. Prepare individuals for the workplace and provide on-going supports to ensure that employment outcomes are successful for both employees and employers.

**Workforce Readiness Training** program provides participants with the skills necessary to obtain and maintain employment. Participants learn valuable workplace traits and behaviors, as well as effective job search skills, including resume building and interview techniques. Job placement professionals work with statewide network of employers to place individuals in careers. Once employed, clients receive intensive follow-up services including job coaching, case management, additional training and career advancement opportunities, and participant/employer advocacy. The **Student to Employment Program (STEP)** is designed for young adults between between the ages of 18 and 21 who are in need of comprehensive career development and support services in Howard County.

### **Independence Now, Inc.**

12301 Old Columbia Pike, Suite 101  
Silver Spring, MD 20904  
301-277-2839 (V)

E-mail: [info@innow.org](mailto:info@innow.org)  
[www.innow.org/employment.html](http://www.innow.org/employment.html)

Provide non-supported employment services and employment development services to persons with disabilities. Serve people receiving services from DORS and those who would like to assign their Ticket to Work to INNOW and live in Montgomery or Prince George's County. Employment services involve the development and implementation of an individual employment development plan. All service plans and services provided are developed with the consumer, with the staff in a guiding or supporting role.

### **Jewish Council for the Aging**

[www.accessjca.org/programs/senior-employment/](http://www.accessjca.org/programs/senior-employment/)

#### **The Career Gateway**

301-255-4215 (V)

Offers intensive training, take-home materials, a long-term mentor and individual attention for computer-savvy jobseekers age 50+.

#### **Senior Community Service Employment Program**

240-395-0918 (V)

The SCSEP program provides on-the-job training for low-income men and women age 55 and older who live in Montgomery and Frederick Counties. Trainees receive minimum wage while working at charities and government agencies to build their skills and resumes while delivering valuable community service.

#### **WorkSource Montgomery**

240-283-1522 (V)

Seniors can learn about SCSEP program eligibility requirements, use phones and computers for free, and discover resources to help them with their job search.

#### **50+ Employment Workshops**

301-255-4200 (V)

Jobseekers network with area employers and community resource organizations, get a free resume review and learn new job-search skills at annual 50+ Employment Expos, held in both Maryland and Virginia. Expos are free to jobseekers and no pre-registration is required.

### **Jewish Social Services Agency**

#### **Specialized Employment Services for Job Seekers**

301-816-2633 (V)

[www.jssa.org/services/employmentcareer](http://www.jssa.org/services/employmentcareer)

Provide job development and training and on-going workplace support for individuals with special needs. Assist with career assessment and establishing career goals, identifying strengths, skills, career interests and aptitudes while addressing potential barriers to employment; job training by developing appropriate workplace skills and participate in highly interactive, individualized one-on-one or classroom trainings; and job development through customized technology and “real world” based approaches established network of diverse employers; assist with completing job applications and researching appropriate workplace accommodations; assess and implement necessary on-site job support systems through coaching, orientation and job onboarding, peer and supervisor communications, follow-up and retention support and workplace advocacy; and build confidence and enhance social skills through monthly social outings.

### **Job Accommodation Network (JAN)**

1-800-526-7234 (Toll Free)

1-877-781-9403 (TTY)

E-mail: [jan@askjan.org](mailto:jan@askjan.org)

<http://askjan.org>

Free, expert, and confidential guidance on workplace accommodations and disability employment issues. Offer one-on-one guidance on workplace accommodations, the ADA and related legislation, and self-employment and entrepreneurship options for people with disabilities.

### **Marriott Foundation for People with Disabilities Bridges ... from School to Work**

10400 Fernwood Road

Bethesda, MD 20817

301-380-7771 (V)

[www.bridgestowork.org](http://www.bridgestowork.org)

Staff work one-on-one with enthusiastic and capable young adults with disabilities upon exiting high school, helping them to successfully enter the workforce in a job that fits their interests and ability, while planning for long term vocational growth. Provide businesses with customized job placement and workforce development solutions.

### **Maryland Department of Disabilities**

#### **Employed Individuals with Disabilities Program**

Division of Eligibility and Waiver Services

6 St. Paul Street, 4<sup>th</sup> Floor

Baltimore, MD 21202

410-767-7090 (V)

<http://mdod.maryland.gov/employment/Pages/eid-program.aspx>

Provides Medical Assistance (Medicaid) to working Marylanders with disabilities. Must meet eligibility requirements. Program is administered by the Maryland Department of Health and Mental Hygiene.

#### **Transitioning Youth**

<http://mdod.maryland.gov/education/Pages/Transitioning-Youth.aspx>

Transition planning is when a student with a disability, along with family members, the school system, and service providers, begin to plan for life after high school including planning for college, work, transportation, housing, health care, and daily living. Offer handbooks, guides, and fact sheets on postsecondary education, youth employment, health and behavioral health care transition, and transition planning.

**Maryland Developmental Disabilities Administration (DDA) – Employment First**

201 W. Preston Street  
Baltimore, MD 21201  
1-844-253-8694 (Toll Free)

<http://dda.dhmh.maryland.gov/Pages/Employment.aspx>

The principle of Employment First is that all individuals who want to work can work and contribute to their community when given opportunity, training, and supports that build upon their unique talents, skills and abilities. Career exploration and planning will be supported when assisting individuals in making informed choices in designing their unique pathway to increased independence, integration, inclusion, productivity, and self-determination. To receive notices of monthly Employment First webinars/conference calls and other updates specific to Maryland, please send an email request to be added to the distribution list to Danielle Lyons at: [danielle.lyons@maryland.gov](mailto:danielle.lyons@maryland.gov).

**Governor's Transitioning Youth Initiative**

Nicole Sheppard, Southern MD Regional Office  
301-362-5100 (V)

E-mail: [nicole.sheppard@maryland.gov](mailto:nicole.sheppard@maryland.gov)

<http://dda.dhmh.maryland.gov/Pages/TY.aspx>

Coordinates with local school systems and DORS in identifying students with developmental disabilities who will be graduating and who appear to be eligible for the program. Provide outreach and information to families and students about applying to the DDA for services. Assist eligible individuals in accessing the most appropriate vocational supports and commit funding for those services.

**Maryland State Department of Education  
Career and Technology Education**

Division of Career and College Readiness  
Pat Mikos, Program Manager  
200 W. Baltimore Street  
Baltimore, MD 21201  
410-767-0186 (V)

E-mail: [Pat.Mikos@maryland.gov](mailto:Pat.Mikos@maryland.gov)

[www.marylandpublicschools.org/programs/Pages/CTE/index.aspx](http://www.marylandpublicschools.org/programs/Pages/CTE/index.aspx)

Prepare youth and adults for a wide range of careers. Provide high school and community college students an opportunity to pursue a sequential technical and academic program of study leading to advancement in a career field.

**Maryland Works, Inc.**

10270 Old Columbia Road, Suite 100  
Columbia, MD 21046  
410-381-8660 (Columbia)  
410-551-3130 (Baltimore)  
410-381-1612 (TTY)

E-mail: [info@mdworks.com](mailto:info@mdworks.com)

[www.mdworks.com](http://www.mdworks.com)

Statewide membership association that expands employment and business ownership opportunities for people with disabilities and other barriers to employment. Members include non-profit community service organizations and individual workforce development professionals who specialize in creating workforce and economic opportunities for thousands of motivated and qualified Marylanders with disabilities and other barriers to employment.

**Melwood - Workforce Development and Guidance Programs**

5606 Dower House Road  
Upper Marlboro, MD 20772  
301-599-8000 (V)

[www.melwood.org](http://www.melwood.org)

Provides employment advocacy and individualized support. **Personal Enrichment Program (PEP)** is a day habilitation service program designed for participants whose primary focus is activity-based learning. Primary components include community integration, volunteering, life skills development, and support for activities of family living. **Professional Development Program** equips individuals with the tools they may need to enter/re-enter the workforce. Over a 12-week period, individuals begin job exploration to discover both traditional and non-traditional careers and aspirations. Participants learn how to build their resume, conduct proper job searches, master the art of job interviewing, and gain knowledge on how to professionally conduct themselves within the workplace. **Pathways** is a three-year program designed to assist individuals with transitioning from high school into the adult life path of their choosing. Pathways offers a variety of career, education, and life exploratory options to aid in the decision-making process of determining which path to take in their lives.

## Montgomery College Student Employment Services

### Germantown Campus

Patricia McGlone, Job Opportunity Coordinator  
240-567-1970 (V)

E-mail: [Pat.McGlone@montgomerycollege.edu](mailto:Pat.McGlone@montgomerycollege.edu)

### Rockville Campus

Beth Reilly, Job Opportunity Coordinator  
240-567-4449 (V)

E-mail: [Beth.Reilly@montgomerycollege.edu](mailto:Beth.Reilly@montgomerycollege.edu)

### Takoma Park/Silver Spring Campus

Joseph O'Hare, Job Opportunity Coordinator  
240-567-1630 (V)

E-mail: [Joseph.O'Hare@montgomerycollege.edu](mailto:Joseph.O'Hare@montgomerycollege.edu)

Teach students the skills necessary for a successful job search. Assist students in matching career goals to employment openings. Successfully place students into cooperative education and internship experiences related to their major. Provide employers a valuable resource to post jobs and find quality prospects.

## Montgomery County Conservation Corps

Latin American Youth Center

Tina Brown, Case Manager

8700 Georgia Avenue, Suite 500

Silver Spring, MD 20910

301-495-0441 x 240 (V)

E-mail: [tinarose@layc-dc.org](mailto:tinarose@layc-dc.org)

[www.layc-dc.org/our-programs/job-readiness/montgomery-county-conservation-corps/](http://www.layc-dc.org/our-programs/job-readiness/montgomery-county-conservation-corps/)

Provide out-of-school youth ages 17 to 24 opportunities to earn their GED and gain hands-on experience while completing projects in regional parks designed around conservation principles. MCCC aligns with Maryland Multicultural Youth Centers workforce programs and provides services in four areas: academic enrichment, job readiness, family support and at-risk behavior. Corps members attend GED classes three days per week and conduct work in the county and state parks two days per week. Funded by the Montgomery County Department of Health and Human Services in partnership with the Montgomery County Collaboration Council for Children, Youth and Families, Inc.

## Montgomery County Office of Human Resources (OHR)

### Employment Initiatives for People with Disabilities, Veterans & Veterans with Disabilities

Shawn Stokes, Director  
101 Monroe Street, 7<sup>th</sup> Floor  
Rockville, MD 20850  
240-777-0311 (V)

E-mail: [mcg.ohr@montgomerycountymd.gov](mailto:mcg.ohr@montgomerycountymd.gov)  
[www.montgomerycountymd.gov/HR/Recruitment/DisabilityInitiative.html](http://www.montgomerycountymd.gov/HR/Recruitment/DisabilityInitiative.html)

### Hiring Preference for People with Disabilities, Veterans and Veterans with Disabilities

E-mail: [hiring.preference@montgomerycountymd.gov](mailto:hiring.preference@montgomerycountymd.gov)

A hiring preference / priority consideration is given to the following persons in the following order: 1. a Veteran with a disability; 2. An equal preference for a Veteran without a disability and for a person with a disability. If you wish to claim a preference for a Montgomery County merit system position, you must answer the Hiring Preference online questions as part of your application.

### Non-Competitive Hiring Process

E-mail: [special.accommodations@montgomerycountymd.gov](mailto:special.accommodations@montgomerycountymd.gov)

If you have a permanent, severe physical, psychiatric or mental impairment that substantially limits one or more major life activity and are certified by Maryland Department of Education Division of Rehabilitation Services (DORS) (or an equivalent out of State Agency), you may meet the eligibility requirements under the Non-Competitive Hiring Program. You must create an online profile in the Hiring Initiative Registration for Employment Database:

<https://www2.montgomerycountymd.gov/OHRDisability>

### Customized Employment Public Intern Project

240-283-1574 (V)

E-mail: [marie.parker@worksourcemontgomery.com](mailto:marie.parker@worksourcemontgomery.com)

Applicants must have a significant disability and be registered with MontgomeryWorks. Participants serve as paid interns in department positions based on their individual job interests, skills and competencies. Interns gain valuable work experience by developing on-the-job skills to help them compete for County merit positions or opportunities in other organizations.

### Project Search – Internship Program

Karen Hochberg, Targeted Recruitment Specialist

E-mail: [karen.hochberg@montgomerycountymd.gov](mailto:karen.hochberg@montgomerycountymd.gov)

30-week transition-to-work program combining job and community readiness education with a rotation through three 10-week unpaid internships. Program provides education and training to young adults with intellectual and developmental disabilities through an innovative workforce and career development model that benefits the individual, the workplace and the community. The primary goal of the program.



### Montgomery County Volunteer Center

12900 Middlebrook Road, Suite 1600  
Germantown, MD 20874  
240-777-2600 (V)  
E-mail: [volunteer@montgomerycountymd.gov](mailto:volunteer@montgomerycountymd.gov)  
[www.montgomeryserves.org](http://www.montgomeryserves.org)

A central clearinghouse for volunteers which recruits and matches volunteer jobs and activities in County government and in nonprofit agencies.

### National Children's Center – Job Readiness

6200 Second Street, NW  
Washington, DC 20011  
202-722-2300 (V)  
[www.nccinc.org](http://www.nccinc.org)

Offer a range of employment support services that considers each person's unique strengths, interests, preferences and needs. Services include: career assessment; job development and placement; intensive on-the-job training and support; and follow along job support. The **Career Academy** is a post-secondary certificate program that provides career training in Culinary Arts and Hospitality. Offers job readiness, job training and retention to people with disabilities to assist them with gaining and maintaining employment.

### National Rehabilitation Hospital (NRH) Vocational Rehabilitation Services

102 Irving Street, NW  
Washington, DC 20010  
202-877-1198 (V)  
[www.nrhref.org](http://www.nrhref.org)

The Vocational Rehabilitation department at MedStar National Rehabilitation Hospital offers a monthly information and support group to assist patients with meeting their vocational goals. Group participation is encouraged so that individuals can share experiences and resources with each other. Meets the 1st Wednesday of every month from 1:00 p.m. to 2:30 p.m. in the MedStar NRH Auditorium.

### Potomac Job Corps Center

No. 1 D.C. Village Lane, SW  
Washington, DC 20032  
202-574-5000 (V)  
1-800-733-5627 (Toll Free)  
<http://potomac.jobcorps.gov>

No-cost education and career technical training program administered by the U.S. Department of Labor that helps young people ages 16 through 24 improve the quality of their lives through career technical and academic training. offers career planning, on-the-job training, job placement, residential housing, food service, driver's education, health and dental care, a bi-weekly basic living allowance and clothing allowance. Some centers offer childcare programs for single parents as well. Most students live on campus at Potomac Job Corps, but they do serve nonresidential students as well.

### Rehabilitation Opportunities, Inc. (ROI) Production and Program Site

19548 Amaranth Drive  
Germantown, MD 20874  
240-686-0866 (V)

### Corporate Office and Production Site

5100 Philadelphia Way  
Lanham, MD 20706  
301-731-4242 (V)

[www.roiworks.org](http://www.roiworks.org)

Help individuals with intellectual and developmental disabilities learn the skills necessary to thrive in the workplace. Services include counseling, job training, supported employment, transportation to and from supervised worksites, and a paycheck every week. At the worksites, adults receive counseling, participate in personal development programs, and engage in vocational training and employment opportunities.

### SEEC Online

8905 Fairview Road, Suite 300  
Silver Spring, MD 20910  
301-576-9000 (V)

[www.seeconline.org](http://www.seeconline.org)

Provide an array of services and supports in the community to help men and women with developmental and intellectual disabilities. **Workforce Development** help job seekers identify their vocational interests and ideal conditions of employment. Staff also work with area employers to expand job opportunities that are mutually beneficial to the job seeker and the business community. Job coaches provide on-the-job supports as needed. **Community and Employment Network (CEN)** provide educational, recreational, fitness, and social opportunities to help each supported individual further develop their personal skills and interests to broaden their employment or self-employment options. Direct support staff provide on-the-job training and assistance as needed, and when appropriate, develop or obtain adaptive equipment to help individuals perform their jobs with greater independence. **Project SEARCH** is a one-year transition program designed for young adults with intellectual and developmental disabilities who are either in their last year of high school or are recent graduates. Through this program, individuals develop the tools necessary for employment and skills needed for self-determination, management, and self-advocacy. Participants are given support with accommodations, adaptations and on-the-job coaching.

### **Target Community & Educational Services**

Keturah Buchanan, Director of Vocational Services  
438 N. Frederick Avenue, Suite 325  
Gaithersburg, MD 20877  
240-632-1434 x 14 (V)  
E-mail: [kbuchanan@targetcommunity.org](mailto:kbuchanan@targetcommunity.org)  
[www.targetcommunity.org](http://www.targetcommunity.org)

Supported employment program provides comprehensive and individualized job training, placement and on-going support for individuals with intellectual and developmental disabilities. Partners with local businesses to provide competitive, integrated work experiences. Also coordinate volunteer placement for clients that not only provides valuable training that improves their employability, but also provides a means for these individuals to contribute positively to the community in which they live.

### **Ticket to Work Program**

1-866-968-7842 (Toll Free)  
1-866-833-2967 (TTY)  
[www.ssa.gov/work](http://www.ssa.gov/work)

Free and voluntary program that can help Social Security beneficiaries go to work, get a good job that may lead to a career, and become financially independent, all while they keep their Medicare or Medicaid. Individuals who receive Social Security benefits because of a disability and are age 18 through 64 probably already qualify for the program.

### **TLC's Outcomes Services**

Stephanie Tice, Administrative Assistant  
2092 Gaither Road, Suite 100  
Rockville, MD 20850  
301-294-9205 (V)  
301-424-5203 (TTY)  
E-mail: [stice@tlic.org](mailto:stice@tlic.org)  
[www.tlic.org/outcomes\\_service](http://www.tlic.org/outcomes_service)

**Supported Employment** is a long-term program funded by DDA. Each person is assigned an Employment Specialist who helps to identify a vocational goal and develop an individualized plan.

**Community Learning Services** are activities, special assistance, support, and education to help individuals whose age, disability, or circumstance currently limit their ability to be employed and/or participate in activities in their communities.

**Employment Discovery and Customization** provide assessment, discovery, customization, and training activities for a limited period of time. Staff will assist an individual in gaining competitive paid employment at an integrated job site where the person serving is receiving comparable wages and where most of the employees do not have a disability.

**Career Assessment Services** identify strengths and barriers to employment and is often the first step in the vocational rehabilitation process. Provide vocational rehabilitation consumers with information useful in making the important decisions they will encounter while navigating their career.

**Employee Development Services** is a DORS funded vocational program designed to assist job seekers in expanding their job development and retention skills, and prepare them to gain meaningful employment. This program offers intensive training in the development of appropriate workplace behavior and skills leading to competitive training.

**Community Employment Services** assist individuals in obtaining jobs that match each consumer's interests and abilities. Job development, placement, job-site training and job coaching are provided.

**Speech-Language Services** are available to individuals participating in the Outcomes program to help improve communication barriers that may negatively impact job potential.

**Pre-Employment Transition Services** workforce development for high school juniors and seniors to prepare for work or post-secondary education. Services include: career assessments; job preparation; social skills training; self-advocacy; basic literacy skills; basic computer skills; employer expectations; job searching; workplace readiness; transition services; and counseling on opportunities for in transition or post-secondary education.

### **TransCen, Inc.**

401 N. Washington Street, Suite 450  
Rockville, MD 20850  
301-424-2002 (V)  
E-mail: [darrell@transcen.org](mailto:darrell@transcen.org) (Workshops)  
E-mail: [mparker@transcen.org](mailto:mparker@transcen.org) (SYEP)  
[www.transcen.org](http://www.transcen.org)

Offer a series of employment-focuses workshops presented to rising upperclassmen with intellectual, learning, physical, and emotional disabilities in Montgomery County Public Schools. Students engage in activities relating to topics ranging from self-advocacy and assertive communication to career exploration and disability employment law throughout the school year.

**Summer Youth Employment Program (SYEP)** assist youth with job search and placement services, short-term job coaching services, outreach to employers, and uses customized employment techniques to target employers based on each youth's interests, skills, and abilities. Youth interns receive on-site, post-placement job supports, and follow-up services.

### **Workforce Recruitment Program (WRP)**

E-mail: [wrp@dol.gov](mailto:wrp@dol.gov)  
<https://wrp.gov>

Recruitment and referral program that connects federal sector employers nationwide with highly motivated college students and recent graduates with disabilities who are eager to prove their abilities in the workplace through summer or permanent jobs. Program is managed by the U.S. Department of Labor's Office of Disability Employment Policy (ODEP) and the U.S. Department of Defense's Office of Diversity Management & Equal Opportunity (ODMEO).

### **WorkSource Montgomery – American Job Centers**

#### **Germantown**

Upcounty Regional Services Center  
12900 Middlebrook Road  
Germantown, MD 20874  
240-406-5485 (V)

#### **Wheaton**

11002 Veirs Mill Road, 1<sup>st</sup> Floor  
Wheaton, MD 20902  
301-929-6880 (V)

[www.worksourcemontgomery.com](http://www.worksourcemontgomery.com)

Provide accessible employment and training opportunities. Career center services include assessment, job-search tools, job preparation skills, placement, and on-the-job training. Dislocated Worker Program assists eligible job seekers who have lost their jobs as a result of company closings or layoffs. Job centers are operated through a coalition of providers: WorkSource Montgomery, Maryland Department of Labor, Licensing and Regulation, Division of Rehabilitative Services, and other local non-profits and agencies to provide a comprehensive, quality service to county job seekers.