

TRAIN BALTIMORE **BUILD YOUR SKILLS, FIND YOUR PATH**

Train Baltimore User Guide

What is Train Baltimore?

Train Baltimore is a user-friendly website with a searchable database of free and low-cost training opportunities. It helps residents compare training programs and answer basic questions about program eligibility, cost, enrollment, and outcomes. In addition to the searchable database of training, other sections of the website connect residents to:

- GED programs and English classes
- Information on college degree programs
- Job placement and job readiness services
- Career exploration resources
- Other community services focused on financial stability, legal services, and more

Why Was Train Baltimore Created?

Train Baltimore was developed by the Job Opportunities Task Force, a Maryland nonprofit that develops and advocates policies and programs to increase the skills, job opportunities, and incomes of low-skill, low-income workers and job seekers. Train Baltimore was developed with feedback from local workforce providers, job seekers, government agencies, and other stakeholders, and through the support of the Surdna Foundation.

Train Baltimore is intended to connect Baltimore workers with a limited educational background and limited vocational skills to basic hard-skill training. In today's economy, workers with limited education and a lack of marketable vocational skills are increasingly squeezed out of jobs – particularly stable, good-paying jobs. Often residents don't know where to turn to get effective help building the skills they need to advance, and find themselves in a frustrating search. Train Baltimore helps close this information gap, and includes all the information residents need to make an informed choice about training.

TRAINBALTIMORE.ORG

A Project of the Job Opportunities Task Force
217 E. Redwood St., Suite 1500, Baltimore, MD 21202
410-234-8040

TRAIN BALTIMORE

BUILD YOUR SKILLS, FIND YOUR PATH

Navigating the Site

The Homepage

You can navigate to all of the site's content directly from the homepage. There are two main features of the site: the searchable training database, accessible through the blue box in the center of the homepage, and additional resources, accessible through the orange boxes. You can also use the Training, Resources, and About links at the top of the page to navigate the site.



The Training Database

Once you navigate to the training search page, you've reached the core of the website. Here you can search through a database of nearly 150 different occupational training programs, using a variety of criteria to search and sort.

What is Included? The database includes information on *hard-skill occupational training* programs in *Baltimore City and Baltimore County*. Job readiness and soft-skill training

TRAINBALTIMORE.ORG

A Project of the Job Opportunities Task Force
217 E. Redwood St., Suite 1500, Baltimore, MD 21202
410-234-8040

TRAIN BALTIMORE

BUILD YOUR SKILLS, FIND YOUR PATH

programs are NOT included in the searchable database. For example, programs that train candidates for specific jobs (construction apprentice, nursing assistant, food service worker) are included. Programs that provide general coaching, resume prep, and interpersonal skills are NOT included unless they also have an occupational component – these programs can instead be found on the resource listing pages.

The database includes programs offered by nonprofits, private career schools, government agencies, and community colleges – though for-credit degree programs are NOT included. The database is restricted to **free and low-cost programs**. This includes any program with a cost of \$5,000 or less, and intensive programs (900+ clock hours) with a cost of up to \$10,000. All information is self-reported by the training provider. If a program does not appear, it means that they have not provided us with program information.

Conducting a Search. When you arrive at the training search page, all of the listings will appear, sorted by cost from low to high. To narrow things down, there are two ways to start your search. First, you can click on one of the check boxes and the site will automatically narrow down the program list. Second, you can enter a keyword, program name, or organization name into the open-ended field and hit “search.”

Click at least one box to start your search:

<input type="checkbox"/> Business & Finance	<input type="checkbox"/> Construction, Trades & Green Jobs	<input type="radio"/> Immigrants	<input type="radio"/> Evening & Weekend Programs
<input type="checkbox"/> Cosmetology	<input type="checkbox"/> Education	<input type="radio"/> People with Criminal Records	<input type="radio"/> No High School Diploma or GED Required
<input type="checkbox"/> Food Service/Culinary	<input type="checkbox"/> Healthcare & Biosciences	<input type="radio"/> People with Disabilities	<input type="radio"/> WIA-Approved
<input type="checkbox"/> Information Technology	<input type="checkbox"/> Multiple	<input type="radio"/> Youth	
<input type="checkbox"/> Retail, Hospitality & Tourism	<input type="checkbox"/> Transportation & Automotive		

Enter a custom search (optional):

Type here to enter your search

Search Reset

Using the check boxes, your primary search option is by industry. You can select as many industries as you like. You can also narrow down your search to programs designed for specific populations, including youth or people with criminal records. Other search options let you find evening/weekend programs, programs open to those without a high-school diploma or GED,

TRAINBALTIMORE.ORG

A Project of the Job Opportunities Task Force
217 E. Redwood St., Suite 1500, Baltimore, MD 21202
410-234-8040

TRAIN BALTIMORE

BUILD YOUR SKILLS, FIND YOUR PATH

and Workforce Investment Act (WIA) approved programs. When you un-check a box, your results will no longer be filtered using that criteria. To start a completely new search and clear all filters, hit the orange button that says “Reset.”

You may also wish to sort your search results. They are automatically sorted by cost, from low to high. You can also choose to sort by provider name or by industry.

Reviewing Program Details. The results at the bottom of the search page will give you basic information about each program that meets your search criteria. This includes the program name, a brief description, the industry, provider, phone number, and cost.

Geriatric Nursing Assistant

Description: Women are trained to be nursing assistants and certified by the MD Board of Nursing

Industry: Healthcare & Biosciences

Provider: Caroline Center

Phone: 410-563-1303 x13

Cost: \$0.00 + Must pay \$209 for certification and \$25 for uniform

[Click here for more details on this program](#)

To learn more about a specific program, click on the program name or the orange prompt at the bottom of the listing. This will take you to a detailed listing that includes everything from the short preview listing, plus:

- How to Enroll
- Class Schedule
- Location & Transit Options
- Eligibility
- Support Services Offered
- Program Outcomes

TRAINBALTIMORE.ORG

A Project of the Job Opportunities Task Force
217 E. Redwood St., Suite 1500, Baltimore, MD 21202
410-234-8040

TRAIN BALTIMORE

BUILD YOUR SKILLS, FIND YOUR PATH

B'More Green Brownfields Job Training

Overview

Description: This is a six-week training that offers industry recognized certification credentials and job placement.

Industry: Construction, Trades & Green Jobs

Career Track: Environmental Field Technician / Abatement Worker

Training Provider: Civic Works' Baltimore Center for Green Careers, www.baltimoregreencareers.org

How to Enroll

Contact: Casey Mckeel
410-929-6136

Or Visit:
6260 Frankford Avenue Baltimore MD 21206 [map/directions](#)

To Enroll You Will Need To:
Show a Valid Driver's License
Conduct an Interview
Pass a Drug Test
All applicants must attend an Information & Application session

The Basics

Cost:
Tuition/Fees: \$0.00

Length: 6 weeks

Classes Take Place: Weekdays
Monday through Friday, 9am - 5pm

Learning Method: Classroom

Location: 6260 Frankford Avenue Baltimore MD 21206 [map/directions](#)

Public Transit Lines: Bus Line 44 [Visit MTA website for schedules](#)

Eligibility

High School Diploma or GED Required? No

Other Requirements:

Must be 18 or older
Must live in Baltimore City
Must Have Valid Driver's License

Can I get in if I have a criminal record? Yes, unless you have been convicted of a sex offense

Support Services

Some programs offer support services to help you succeed. This program offers the following:

Help with Job Placement
Help Accessing Legal Services

What Happens After Training?

Average Earnings: \$12.50 - \$14.99

How long does it usually take to find a job? About a month

Will I get help finding a job? We end each class with a closed career fair where program graduates can meet with employers. Additional one on one job placement assistance follows.

What are my long-term job prospects? A combination of time in the field and upgrading certifications will move someone from the worker level to the supervisor level. Even more time in the field and additional certification upgrades can lead to consultant work and specialization.

Certifications: OSHA 40-hr Hazardous Waste Site Worker, OSHA Confined Space Operations, MD Lead Abatement Worker, EPA AHERA Supervisor, First Aid / CPR

Program Outcomes

2011

Number Enrolled: 25

Number Graduated: 23 (92%)

Graduates Placed in Jobs: 22 (96%)

Full-Time: 20 (91%) Part-Time: 0 (0%) Temporary: 2 (9%)

TRAINBALTIMORE.ORG

A Project of the Job Opportunities Task Force
217 E. Redwood St., Suite 1500, Baltimore, MD 21202
410-234-8040

TRAIN BALTIMORE

BUILD YOUR SKILLS, FIND YOUR PATH

Resource Pages

In addition to the training database, the website features five resource pages for job seekers in need of other services in place of or in addition to job training. These pages include:

- [Links to Career Exploration Resources](#): Links users to career inventories, surveys, industry data, and other tools to find the right career path.
- [GED and English Language Classes](#): Provides listings of programs offered in Baltimore City and Baltimore County. The page includes a map to help users find a program near their home.
- [Information on College Degree Programs](#): Directs users to the Maryland Higher Education Commission's Academic Program Inventory, where they can search for degree programs by school, industry, or keyword. Also includes basic information on financial aid and direct links to local schools.
- [Community Resources & Services](#): Connects people to Maryland 2-1-1, where they can call to get help finding everything from housing to health services. Also lists specific programs that help improve financial security and facilitate entry into the workforce, including: benefits screening, financial education, free tax preparation, legal services and childcare.
- [Job Search Resources](#): Links users to the Maryland Workforce Exchange to begin their job search, and provides listings of organizations that help residents find employment. Includes information on One-Stop Career Centers, and nonprofit/private workforce development agencies. Programs are mapped to help residents find an agency in their neighborhood. Listings include a brief summary of services and contact information.

TRAINBALTIMORE.ORG

A Project of the Job Opportunities Task Force
217 E. Redwood St., Suite 1500, Baltimore, MD 21202
410-234-8040

TRAIN BALTIMORE

BUILD YOUR SKILLS, FIND YOUR PATH

FAQs

I Want More Program Information

To learn more about a program identified on the website, please contact the program directly. Train Baltimore is an online-only tool for information and referral, and our staff does not have additional program information beyond what is listed on the site.

I Want to Add or Update a Program Listing

Is something missing from the website? Is your program's information incorrect or out of date? We are happy to process changes to ensure the Train Baltimore is as comprehensive and accurate as possible. Please contact us at: info@trainbaltimore.org, or by phone at 443-692-9420. Ask for the Train Baltimore intern.

How Can I Stay Connected?

To stay connected with Train Baltimore and learn about relevant community events, follow Train Baltimore on Facebook. Search for us online or link directly to: <https://www.facebook.com/pages/Train-Baltimore/489559611065423>

If you want to learn more about the Job Opportunities Task Force and the other work we do to help low-wage workers advance, visit our website at www.jotf.org. Find the "Sign Up Now" button on our homepage to sign up for our mailing list.

TRAINBALTIMORE.ORG

A Project of the Job Opportunities Task Force
217 E. Redwood St., Suite 1500, Baltimore, MD 21202
410-234-8040