

ning, operation of employment service programs in the local offices, technical assistance and specialized training, liaison with other agencies and statewide committees, and coordination with other divisions.

The Director also is responsible for monitoring services to migrant and seasonal farmworkers, and for development and delivery of services under contracts with designated Prime Sponsors under the Comprehensive Employment and Training Act.

State and local office staff represent the Division on a number of State, area, and local commissions concerned with employment and manpower problems.

The Work Incentive Program (WIN), which has been consolidated with the Employment Service Division, assists persons receiving Aid to Families with Dependent Children (AFDC) to obtain employment. Unless otherwise exempt, persons applying for or receiving AFDC benefits must register with and participate in WIN.

Among those exempt from the registration requirement are AFDC applicants and recipients who are aged, infirm, a caretaker of incapacitated family members, and a parent or caretaker relative of a child under age six. The Income Maintenance unit of each local department of social services refers all non-exempt AFDC applicants and recipients to WIN. In addition, exempt applicants and recipients can volunteer for WIN training and job placement.

The WIN Program emphasizes immediate job placement for a registrant whenever practicable. WIN also sponsors on-the-job training, work experience programs, and other job search activities for its registrants. Various social services that contribute directly to immediate placement are provided by the Separate Administrative Unit of the Social Services Administration. Individual initiative on the part of registrants is expected and the development of job-finding and job-retention skills is stressed.

EMPLOYMENT SECURITY ADMINISTRATION STATE AND LOCAL OFFICES

The Department operates twenty-six full-time field offices throughout the State for the convenience of the public in applying for the Job Service, filing claims for unemployment insurance, or registering for the Work Incentive Program. These offices are located in the following cities:

State Administrative Offices:

Employment Service (ES):
1100 North Eutaw St.
Baltimore 21201

Unemployment Insurance (UI):
1100 North Eutaw St.
Baltimore 21201

Work Incentive Program (WIN):
1100 North Eutaw St.
Baltimore 21201

Allegany County

ES, WIN, and UI:
239 North Mechanic St.
Cumberland 21502 Telephone: 777-2169

Anne Arundel County

ES, WIN, and UI:
101 Old Solomons Island Road
Annapolis 21404 Telephone: 269-2156

ES, WIN, and UI:
118 N. Langley Road
Glen Burnie 21061 Telephone: 768-5900

Baltimore City

ES and UI:
1100 North Eutaw St.
Baltimore 21201 Telephone: 383-5186

ES and UI:
5242 Park Heights Ave.
Baltimore 21215 Telephone: 383-7850

WIN:
1100 North Eutaw St.
Baltimore 21201 Telephone: 383-7063

WIN:
610 North Howard St.
Baltimore 21201 Telephone: 659-1844

Baltimore County

ES, UI, and WIN:
7930 Eastern Ave. at Rolling Mill Road
Baltimore 21224 Telephone: 288-9181

ES, WIN, and UI:
1228 East Joppa Road
Towson 21204 Telephone: 321-4063

Calvert County

ES, and UI:
Fourth St.
(adjacent to Calvert County Court House)
Prince Frederick 20678 Telephone: 535-1556