

the Job Journal



**TIP
OF THE
WEEK**

8 Body Language Tips for Your Next Job Interview (Because It's Just as Important as What You Say)

There are several steps to nail when it comes to landing your dream job, like polishing your resume and perfecting your cover letter. Once you make it to the interview stage, give yourself a brief pat on the back, but don't get too comfortable. How you appeal to an employer goes beyond what's on paper. Your work experience may show your ambition and qualifications, but what does your slouching say?

Body language is a form of communication, and it pays to be mindful of the message you're sending with it. During a job interview, you'll want to use it to showcase not only your best professional self, but also your genuine personality.

What Is Body Language and Why Is It Important in an Interview?

Body language boils down to what you're communicating without speaking. These nonverbal cues can include your posture and eye contact (or lack thereof) as well as toe tapping, pen clicking, and other common actions you may not think about.

"We read each other's body language and vocal delivery to make hundreds of snap judgments that affect whether we like, trust, and respect a person," says Muse career coach Eloise Eonnet, who's an expert in interviewing, communication, and public speaking. "These snap judgments powerfully impact a decision of whether to hire someone or not."

Your cover letter and resume got you to this point—now you want to fully match and hopefully exceed their expectations. The goal is to communicate strength, assuredness, and confidence at your interview, but not at the expense of being relaxed and personable. So much of that comes down to what you express beyond just your words.

"Body language is 90% of how we are perceived. We can say, 'I am a great fit for this position,' two times and the first time comes off as confident, poised, and knowledgeable, and the second time as unsure, nervous, and inexperienced," Eonnet says. "All that hinges on how we say something, not what we say," she adds, which is why your physical and vocal delivery are so important.

For example, one study that looked specifically at facial behaviors during job interviews found that eye contact and smiling were particularly important to employers. In a separate survey by the staffing firm OfficeTeam, senior managers said that after eye contact, facial expressions, posture, handshakes, and fidgeting were some of the most telling nonverbal cues in an interview.

"Facial expressions can be the most misunderstood nonverbal cue," says Monique Sample, a coordinator for employer and experiential

development at Virginia Commonwealth University Career Services. "Our faces tell more of the story than any words we use. Being mindful of how you express emotion when speaking (or when not) is important when interviewing," she adds. "Focus on answering the question honestly, enthusiastically, and with some emotion. You do not want to look stoic in an interview."

8 Body Language Tips for Your Next Interview

Because body language can communicate so much—and interviewers are definitely paying attention—you'll want to be just as prepared to give positive nonverbal cues as you are to answer interview questions. Here are eight tips you can use to send the right message.

1. Make a Solid First Impression

Your interview begins as soon as you enter the building, Sample says. Just as you'll want to treat everyone you meet during the interview process (not just the hiring manager) with respect, you'll want to exude confidence and poise throughout (not just while you're literally sitting down for your interview).

When you enter the office and connect with the receptionist, executive assistant, or whoever you encounter, make sure that you maintain strong eye contact and introduce yourself with confidence. If you are initially led to a waiting area, avoid the common default of hunching over your phone. This kind of body language can easily translate as boredom. Instead, sit upright in a comfortable position while you wait. When you meet the interviewer, stand up and introduce yourself with a warm, genuine smile and a firm handshake.

2. Think Twice Before Wearing the New Shoes

Discomfort is another issue that can be very distracting for both you and the interviewer. Buying a nice pair of new shoes or a belt to match your blazer may seem like a great idea, but if your wardrobe causes you to fidget or do a lot of shifting, consider going with an appropriate but reliable option instead. Making a lot of fuss with your clothing can send the wrong signal, potentially communicating discomfort with the interview rather than your apparel.

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3. Make Eye Contact

Eye contact is essential because it “showcases your confidence in yourself and in your answers,” Sample says. In practice, you should “avoid looking all around the room, looking down at your watch, or not making eye contact at all, as it makes [you] appear apprehensive and distracted.”

But it goes beyond confidence and focus. Eye contact is also the basis for making connections and building relationships. “Your listener will only feel truly engaged with you if you are looking at them, and ultimately, your number one objective is to engage your listener and make them respond—even internally—to what you are sharing,” Eonnet says. “Without steady eye contact throughout the conversation, and especially at the beginning of your answers, you’re breaking that connection and impacting how emotionally connected your interviewer will be with what you share,” she adds. “At the end of the day, the interview is just a conversation with another human being. Make a strong connection at that level, and you are doing yourself a huge favor!”

On the other hand, remember that maintaining unwavering eye contact without any variation in your facial expression is just staring and can make an interviewer uncomfortable or even signal hostility. Which brings us to this next tip.

4. Be Responsive and Listen to Understand

It’s only natural to want to tell the interviewer all about yourself and the accomplishments and experiences that make you the perfect candidate, Sample says. But don’t forget to listen empathetically and engage with what the interviewer is saying as well. They’ll be looking to assess your interpersonal skills along with your experience and other qualifications, and how you behave when you’re not talking is an important part of the impression you’ll make.

The goal is to stay alert and responsive. “When interviewing, lean slightly forward toward your interviewer. This sends the message that you are open, interested, and involved in the conversation,” Sample says. Giving a genuine nod can show you’re listening and tilting your head slightly to one side can help you come across as someone who’s friendly and approachable.

5. Remember Your Posture

“The way we hold our bodies tells lots of stories at an unconscious level: Is the person confident and engaged, or is the person shy and in retreat?” Eonnet says. “Posture is the first clue and impacts the way we are heard, regardless of how great our stories are.” Slouching in particular can translate as a lack of energy and confidence, Sample says. So make sure you’re sitting up straight and think of keeping your shoulders back rather than up. On the other end of the spectrum, “Being stiff can easily be associated with being nervous, which is something that recruiters and hiring managers expect,” Sample says. “But being too stiff can make you appear uncomfortable or unfriendly, so try to loosen up a little before your interview.”

6. Be Mindful of Your Hands

Interviewers are trying to get a sense of who you are, Sample says, so let your personality shine through! This includes talking with your hands if that comes naturally to you. Some candidates feel self-conscious about doing so, but stifling a trait like this can actually lead to unnecessary fidgeting. So feel free to use your hands to communicate effectively and genuinely.

Otherwise, when you’re not talking, put your hands in a neutral position and hold them still to avoid drawing unnecessary attention to them. “The best place for your hands to rest is on the table or desk in front of you,” Eonnet says. “This helps prevent slouching and has them be available for gesturing when appropriate. If you are taking notes, put down the pen when you are done taking notes.”

7. Exit Strong

Make sure your exit is just as strong as your entrance, regardless of how you feel the interview went. We are often our own worst critics, and it won’t do you any favors to showcase your disappointment by giving in to that slouch or looking at your feet dejectedly.

Repeat the steps from the entrance, including a genuine smile and a firm handshake, adding a “thank you” for your interviewer’s time. Place your chair back where you found it before you entered, and keep your shoulders back before closing the door gently behind you.

If the interviewer walks you to the exit or lobby, be sure to keep your energy up. You can use this time to ask general questions or make relevant small talk, whatever feels most comfortable. Even once you’re alone, if you have to wait for your elevator or ride in a visible spot, try to maintain your composure until you’re out of sight.

8. Practice!

It’s completely OK if all of these tips don’t come naturally to you. Take the time to get in front of another person (or a mirror) and practice! Sit in your computer or living room chair (potentially in your interview outfit) and identify which position feels most comfortable. You can go through the motions with a friend and ask them to provide constructive feedback. They might notice your eyes wander a lot or you tend to play with your hands when you’re not sure about your answer. If you know your interview will be remote, hop on a video call with that pal. They can help you figure out which angles look best or let you know if you appear too stoic.

What If It’s a Remote Interview?

Many companies are shifting toward video interviews for at least part of their hiring processes. COVID-19 sparked this change for some companies, while others had already implemented it prior to the pandemic.

For some candidates, a video call eases the anxiety that can come along with the interview portion of the hiring process. Still, it can make things more complicated. Connecting virtually can be a challenge, primarily due to the fact that your regular nonverbal communication is either difficult to see or more easily misinterpreted.

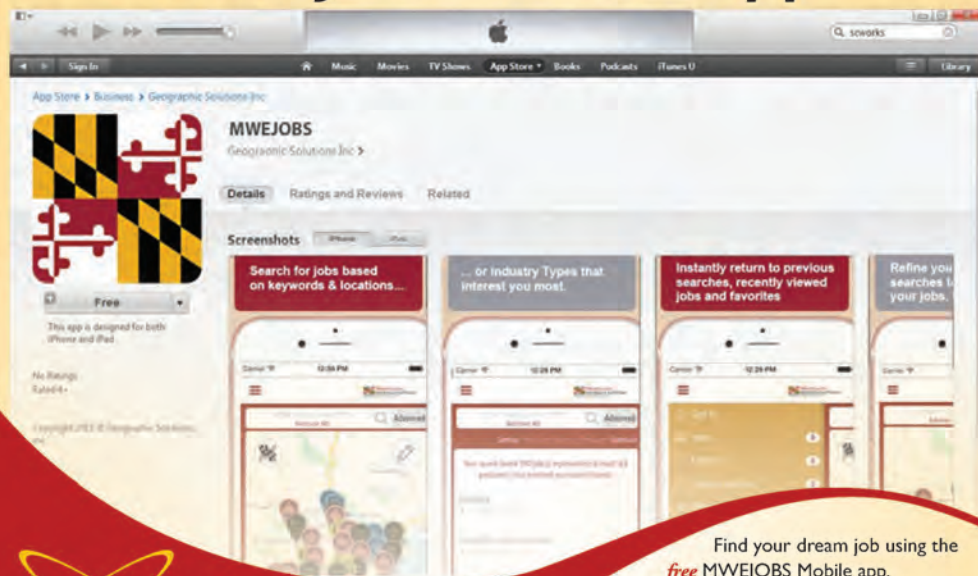
But with a little prep, you can still use your body language to help communicate what a great fit you are for the job. Your posture is still important, so be sure to adjust your chair height and camera angle so you can sit straight up. Put the videoconferencing window right by the camera so you can look straight into it to simulate eye contact, and try not to look away at other notes or windows on your screen. And make sure you troubleshoot any potential setup and technical issues—such as camera angles, proper lighting, outside noise control—prior to your call to limit the need for shifting and adjusting during your interview. Fidgeting doesn’t translate well virtually either and can cause unnecessary distractions.

You can nod and smile to show you’re listening (rather than using verbal cues and inadvertently muting the other person’s microphone). And don’t be afraid to talk with your hands, even in a video interview. “Using gestures is powerful,” Eonnet says. “It helps you come off as engaged and helps your audience understand what you are saying better. Just make sure your camera is far away enough from you to not have giant hands on the other side of the screen!”

If this seems like a lot to think about on top of what you’re going to say, take a deep breath and remember: Nerves are a natural part of the interview process. But you’ve made it this far, and you have the credentials and expertise. So don’t let something like body language stand in the way of you and your next job.

White, Taneasha. “8 Body Language Tips for Your Next Job Interview (Because It’s Just as Important as What You Say).” *The Muse*, Daily Muse Inc., <https://www.themuse.com/advice/interview-body-language-tips>.

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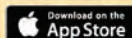


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Step 1

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<https://mwejobs.maryland.gov>

Step 2

Create a résumé in the system.

Step 3

Schedule your one-on-one appointment (see below for contact information).

Step 4

Bring copies of your résumé, cover letter or other job search materials to your appointment.

Contact Us

410-341-8533 Ext 0

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Bill Draucker
Takishia Kiah
Nancy Wenger
Susan Willey
Jorge DeJesus Jr.

Veterans Representative:

J. Zack Walker
John Codd Jr.

Reentry Navigator:

Jarah Hall

Email:

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Salisbury, MD 21804



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Interviewing Tips

Learn how to get prepared for your upcoming interview and how to best answer questions about employment gaps, terminations and other sticking points that can be tricky, and what questions you need to ask the employer.

Labor Market Consultation

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Wicomico County Government

July 29, 2021

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1:00 - 4:00 p.m.

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★ Career counselors will be available starting at 11:00 a.m. to provide one to one resume review, interview prep and job fair assistance.



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Advance Auto Parts	<i>Salisbury</i> Store Hourly Store Driver Retail Parts Pro Driver Salesperson	Apply on line at https://www.advanceautoparts.jobs/
	<i>Pocomoke</i> Salesperson Store Hourly	
ALDI	Assistant Store Manager	Apply online at https://careers.aldi.us/
Anchorage Healthcare Center	Maintenance Technician Certified Medication Aide Culinary Aide Personal Care Assistant GNA Cook	Apply online at https://jobs.apploi.com/profile/communicarefamily
Applebee's	Bartender Sanitation Specialist Dishwasher/General Utility Server Carside To-Go Specialist Line Cook Host	Apply online at https://www.applebees.com/en/restaurant-jobs
Atlantic General Hospital	AGHS Financial Operations Assistant Certified Pharmacy Tech Emergency Department Tech Floor Care Tech Housekeeping Aide Laboratory Support Tech (Phlebotomist) Maintenance Specialist Mammography Technologist Medical Office Assistant Medical Receptionist Nurse Tech (CNA) Patient Safety Aide Registration Specialist Secretary/Nurse Technician Surgical Tech	Apply online at https://www.atlanticgeneral.org/Careers.aspx
Atlantic Tractor - Salisbury, Pocomoke	Service Technician-Small Engines Diesel/Farm Equipment Technician	Apply online at https://www.atlantictractor.net/employment

Atria	Memory Care Caregiver Dishwasher	Apply online at https://www.atriaseniorliving.com/careers/
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	<i>Whaleville</i> Camp Store Associate Snack Bar Attendant Activities Assistant Housekeeper Front Desk Agent	
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Burlington	Store Associate-Shortage Control Retail Receiving Associate Retail Sales Associate Cashier Associate	Apply online at https://burlingtonstores.jobs/
Carrabba's Italian Grill - Ocean City	Kitchen Manager Assistant Kitchen/Culinary Manager <i>Ongoing recruitment</i> Prep Cook Restaurant Busser Dishwasher Server To-Go Specialist Host Bartender	Apply online at https://www.carrabbas.com/careers
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Chesapeake Utilities	Delivery Driver Line Locator I Gas Operations Supervisor - Metering Service Technician (Pocomoke) Customer Service Representative I (Pocomoke)	Apply online at https://chpk.com/our-culture/careers/
Chili's Grill & Bar	<i>Ongoing recruitment</i> Host Dishwasher To-Go Specialist Prep Cook QA Expeditor Bartender Line Cook Server	For job descriptions go to https://www.chilisjobs.com/ Apply via email to chilis523@chilis.net
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Comfort Keepers	<i>Ongoing recruitment</i> CNA Caregivers PRN Nurse Long-Term Live-In Caregiver	Apply online at https://www.comfortkeepers.com/offices/maryland/salisbury/careers/jobs
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	<i>Snow Hill Road (Salisbury)</i> Customer Service Leader-Office Assistant Sales Associate (Cashier) Center Store (Grocery) Associate Deli Bakery Associate Retail Pricing Coordinator Specialty Merchandise Associate To Go Lead To Go Associate Produce Associate Center Store Grocery Manager	
	<i>Tilghman Road (Salisbury)</i> Center Store (Grocery) Associate Sales Associate (Cashier) Deli Bakery Associate To Go Associate Specialty Merchandise Associate Cake Decorator Produce Associate	
	<i>Fruitland</i> Perishable Associate Cake Decorator Produce Associate Frozen Food/Dairy Associate Quality Assurance Associate Deli Bakery Associate Sales Associate (Cashier) Customer Service Leader-Office Assistant Customer Lead	
	<i>Princess Anne</i> Produce Associate Customer Service Leader-Office Assistant Customer Lead Quality Assurance Associate Sales Associate (Cashier)	
	<i>Berlin</i> Customer Service Leader-Office Assistant Customer Lead Sales Associate (Cashier) To Go Associate To Go Lead Center Store (Grocery) Associate Cake Decorator Deli Bakery Associate Specialty Merchandise Associate	

	<i>Ocean City</i> Specialty Merchandise Associate Center Store (Grocery) Associate Customer Service Associate	
	<i>Ocean Pines</i> Customer Service Associate Center Store (Grocery) Associate To Go Associate To Go Lead	
	<i>West Ocean City</i> Customer Service Associate Center Store (Grocery) Associate Deli Bakery Associate	
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Marshall's - Salisbury, Ocean City	Merchandise Associate	Apply online at https://jobs.tjx.com/

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Ollie's	Freight Flow Supervisor Sales Associate	Apply online at https://www.ollies.us/careers/
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Peninsula Home Care	Home Health Aide (HHA) Occupational Therapy Assistant Physical Therapy Assistant	Apply online at https://www.peninsulahomecare.com/careers/
Pep Boys	General Service Technician Technician B Assistant Service Manager Store Manager of Service Technician A	Apply online at https://careers.pepboys.com/
Pepsi	Beverage Equipment Trainee Fountain Install Technician Delivery Driver Pepsi (Trainee DOT) Forklift Operator/Loader	Apply online at http://www.pepsibottlingventures.com/job

Perdue Farms - Salisbury	Clerk 4 Customer Service Lead Dapec Machine Operator Edible Oil Refinery Operator Electrician Electronic Technician Feed Mill Clean Up Associate Fleet Maintenance Clerk Fleet Tech Freight Payables Coordinator Grain Crew Leader Grain Operator Jockey Driver Lead Maintenance Mechanic Maintenance Mechanic Maintenance Parts Clerk OIL Driver Production Associate Production Associate Line Lead Production Associate Live Hanger Sensory Technician Shipping Clerk Soy Crush Operator Soy Crushing Crew Leader Transportation Supervisor	Apply online at https://www.perduecareers.com/
Piedmont	Dispatcher Airline Customer Service Agent Aircraft Maintenance Parts Clerk	Apply online at https://piedmont.jobs.net/
Plymouth Tube	Maintenance Supervisor	Apply online at https://us60.dayforcehcm.com/CandidatePortal/en-US/Plymouth
Quality Staffing	Restaurant Staff Assembler Property Maintenance Technician Janitorial Porter RF Assembler (Somerset) Filter Assembler (Somerset) Filter Technician (Somerset) Plater Administrative Assistant Lead Custodian-Supervisor Plant Worker & Packer (Somerset) Security Systems Technician Electrician (Worcester) Housekeeper/Room Attendant (Worcester) Short Order Cook (Ocean City) Line Cook (Ocean City) Compliance Admin Assistant Soldering Assembler Packaging Associate (Somerset) Shipping-Receiving Clerk (Worcester) Housekeeper Clerical/Admin Assistant Fabrication & Installation Technician (Worcester)	Apply online at https://easternshorejobs.com/

Red Lobster	<i>Ongoing recruitment</i> Line Cook Server Assistant/Busser/Host Bartender Server Prep Cook Dishwasher/Utility	Apply online at https://www.redlobster.com/
Royal Farms - Salisbury, Fruitland, Princess Anne, Berlin, Ocean City <i>Available positions vary by location</i>	<i>Ongoing recruitment</i> Assistant Store Manager Customer Service Associate Customer Service Leader Kitchen Manager Facilities/Maintenance Shift Leader Store Manager	Apply online at https://my.peoplematter.com/mja/royalfarms/JobApp/GetBusinessUnits
Ruby Tuesday - Fruitland & Pocomoke	<i>Ongoing recruitment</i> Tue-Go Specialist Host/Server Assistant Server Kitchen Prep/Salad Bar Prep Dishwasher Cook	Apply online at https://www.rubytuesday.com/careers
Safelite Auto Glass	Auto Glass Technician Trainee Seasonal Repair Specialist Customer Advocate	Apply online at https://www.safelite.com/careers
Salisbury University	IT Support Associate Carting Assistant Coffee Shop Barista Executive Administrative Assistant I Food Service Assistant Housekeeper Assistant	Apply online at https://www.salisbury.edu/administration/administration-and-finance-offices/human-resources/careers/index.aspx
Sam's Club	Maintenance Custodian Associate Member Frontline Cashier Merchandising and Stocking Associate Baker and Packager Associate Freezer, Cooler and Deli Stocker Associate Produce Associate Fresh Team Manager Member Team Lead Tbc Tire Tech Member Support Prepared Meals and Rotisserie Chicken Associate Tire & Battery Technician Member Assist Cart Attendant Cafe Associate Meat Cutter and Wrapper Pharmacy Technician Certified Member Specialist	Apply online at https://careers.walmart.com/
Sherwin Williams - Crisfield	Operations Packaging Technician Brushmaker Production Supervisor	Apply online at https://www.sherwin-williams.com/

Shore Up - Wicomico, Worcester, Somerset	Health Services Assistant Nutrition Aide (Stockton) Bus Aide Bus Driver Child Development Associate Trainee Center Aide Custodian Teacher's Aide	Download application at https://shoreup.org/employment/join-our-team/ and email to humanresources@shoreup.org
Somerset County	Correctional Officer 911/Emergency Communications Dispatcher I	Apply online at https://www.somersetmd.us/services/employment_opportunities.php
SP Industries - Pocomoke City	Accounting Clerk Production Supervisor Material Handler Machine Operator	Apply online at https://www.spindustries.com/employment/
Staples	Print Production Sales Supervisor Retail Sales Technology Associate Retail Sales Associate Retail Inventory Specialist Retail Sales Technology Supervisor Retail Sales Print Associate Retail Operations Supervisor Print Production Lead	Apply online at https://retailcareers.staples.com/
State Of Maryland	Cook II (Wicomico)	Apply online at https://jobapscloud.com/MD/
	Correctional Dietary Officer Trainee (Wicomico, Somerset)	
	Election Program IT Specialist I (Wicomico)	
	Office Services Clerk (Wicomico)	
	Correctional Maintenance Officer I (Somerset)	
	Correctional Officer I (Somerset)	
Sun Communities, Inc.	Café Barista Guest Services Coordinator Hospitality Host Resort Groundskeeper Resort Housekeeper Resort Maintenance Technician Resort Pool Attendant Restaurant Cook Shuttle Operator Snack Bar Attendant Store Clerk	Apply online at https://careers.suncommunities.com/viewalljobs/
Sunglass Hut - Ocean City	Sales Associate	Apply online at https://www.lenscrafters.com/lc-us/careers
Sysco - Pocomoke	CDL A Local Delivery Truck Driver Diesel Fleet Mechanic Technician II Warehouse Order Selector CDL A Local Delivery Truck Driver Trainee Specialist Produce Kitchen Assistant Returns/Putaway	Apply online at https://careers.sysco.com/

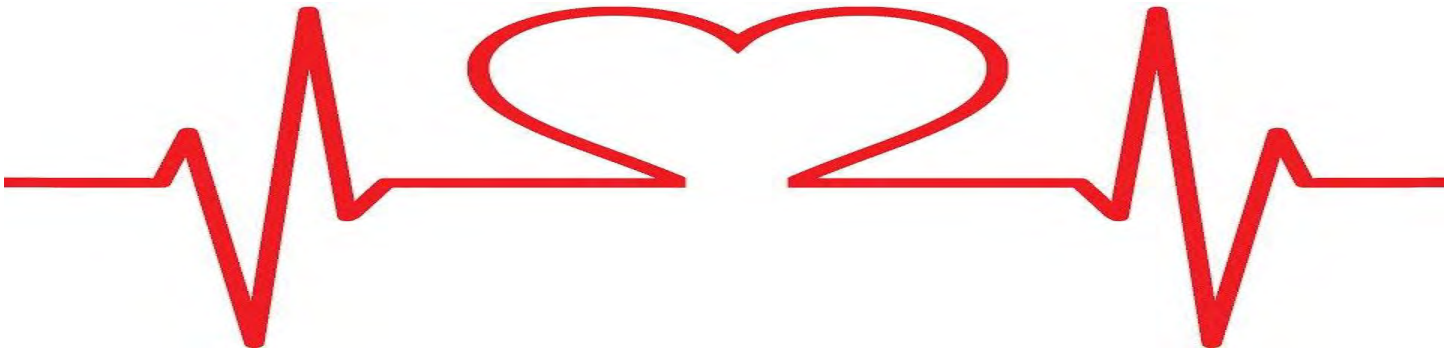
Target	<i>Ongoing recruitment</i> Specialty Sales (Style, Beauty or Tech) Guest Advocate (Cashier or Front of Store Attendant/Cart Attendant; Cashier-General Merchandise, Inbound) GM and Food (General Merchandise, Closing, Fulfillment, Inbound, Food & Beverage)	Apply online at https://jobs.target.com/
Taylor Bank	IT Support Specialist	Apply online at https://www.taylorbank.com/careers/join-our-team/
Texas Roadhouse - Fruitland	Server Line Cook	Apply online at https://careers.texasroadhouse.com/
Tidal Health	Activity Aide (Crisfield)	Apply online at https://www.tidalhealth.org/careers
	Administrative Assistant	
	Aide-Child Care	
	CAT Scan Technologist	
	Coordinator-Information-Laboratory	
	Coordinator-Referral	
	Courier-Outpatient	
	ENDO Procedural Tech	
	Food Service-Cafeteria Aide (Crisfield)	
	Food Service-Catering Associate	
	Food Service-Cook (Salisbury, Crisfield)	
	Food Service-Food Production Assistant	
	Food Service-Utility Aide	
	GNA (Crisfield)	
	Identity and Access Account Specialist	
	Medical Assistant (Salisbury, Berlin, Crisfield, Ocean Pines)	
	Nursing Assistant	
	Patient Care Assistant	
	Patient Care Tech II	
	Patient Care Technician I	
	Patient Relations/Administrative Specialist	
	Patient Service Representative (Salisbury, Berlin)	
	Phlebotomy -Inpatient Technician	
	Phlebotomy-Outpatient Technician (Salisbury, Crisfield, Ocean Pines)	
	Radiologic Technologist (Crisfield)	
	Receptionist-Security	
	Referral Coordinator	
	Registrar-Emergency Admittance	
	Representative-Billing/Collection	
	Representative-Patient Access	
	Representative-Patient Account	
	Scheduler	
	Scribe	
	Specialist-Prep/Scan (Berlin)	

	Surgical Technologist Technician-Non-Certified Central Processing Technician-Pharmacy Certified Technician-Service Desk I Unit Secretary	
TJ Maxx - Ocean City	Merchandise Associate	Apply online at https://jobs.tjx.com/
Town of Berlin	Police Communications Officer Public Works Part-time Seasonal Help	Apply online at https://berlinmd.gov/employment/
Town of Ocean City	Airport Technician Trades Helper (Maintenance) Maintenance Worker Retention & Recruitment Coordinator Account Clerk Bus Driver Solid Waste Worker I & II Beach Activities Assistant Building Maintenance Worker Vehicle Equipment Technician I As Needed Administrative Support Concessions Worker Tennis Attendant Surf Rescue Tech/Lifeguard Seasonal Maintenance Worker Boardwalk Comfort Station Attendant Building Maintenance Worker Concessions Supervisor Bus Maintenance Tech I Transportation Dispatcher Tram Driver Tram Conductor Ticket Seller Camp Horizon Day Camp Counselor Scamper Camp Day Camp Counselor	Get detailed job description and apply online at https://oceancitymd.gov/oc/departments/human-resources/employment/
Town of Snow Hill	Public Works General Laborer Water/Wastewater Operator	Apply online at https://www.snowhillmd.gov/employment.html
Tri-County Council for the Lower Eastern Shore of Maryland	AJC Navigator Custodial Services Aide Mobile Workforce Development Specialist	Apply online at https://tcclesmd.org/human-resources/
Ulta Beauty - Salisbury, White Marlin Mall	Prestige Beauty Advisor Services Manager (Salisbury) Beauty Advisor Hair Stylist	Apply online at https://careers.ulta.com/
UMES	Housekeeping Supervisor II HVAC Mechanic Executive Administrative Assistant III	Apply online at https://umes.peopleadmin.com/postings/search

Vacasa - Ocean City	Front Desk Specialist Property Caretaker Seasonal Runner Seasonal Housekeeper Seasonal Maintenance Technician Sales Coordinator	Apply online at https://www.vacasa.com/careers/positions
Verizon	Retail Sales Representative	Apply online at https://www.verizon.com/about/work/
Walgreens - Salisbury, Berlin	Pharmacy Tech/Pharm Tech Apprentice Healthcare Customer Associate Customer Service Associate Shift Lead (Salisbury) Pharmacy Cashier (Salisbury)	Apply online at https://jobs.walgreens.com/
Walmart - Salisbury, Fruitland	Stocking & Unloading Online Orderfilling and Delivery Health & Wellness Hourly Supervisor and Training General Merchandise Fuel Station Food & Grocery Cashier & Front End Services Auto Care Center	Apply online at https://careers.walmart.com/
WBOC / WRDE	Field Production Vehicle Operator Traffic Coordinator	Apply online at http://drapermediajobs.com/
WCDC	Human Resource Assistant IT Support Technician Janitorial Maintenance Residential Manager Personal Supports Facilitator Personal Care Assistant and Transporter Art and Activity Instructor Weekend Residential Counselor Awake Over Night Residential Counselor	For detailed job descriptions, and to download and print application, go to http://wcdcservices.org/employment-opportunities/ Apply online at https://recruiting.paylocity.com/recruiting/jobs/All/febfa26-4102-46cf-b4be-5f1ddb2c56e2/Worcester-County-Developmental-Center
West Marine - Ocean City	Assistant Manager Cashier Sales Associate	Apply online at https://www.lifeatwestmarine.com/

Wicomico County	911 Specialist (911 Call Taker and Dispatcher) Administrative Associate I Correctional Officer I Crew Leader I Crew Leader-Recycling Human Resources Benefits Specialist Maintenance Technician Motor Equipment Operator I Police Communications Specialist I Athletic Complex Seasonal Worker Bailiff-Circuit Court Box Office Employee Concessions Manager Concessions Staff Convenience Center Attendant Cook Court Security-Civilian Crossing Guard Emergency Management Technician Ferry Operator Kids Klub After School Staff Kids Klub Summer Camp Staff Maintenance Technician Maintenance/Janitorial Pemberton Nature Camp Counselor Sports Event & Services Coordinator	Apply online at http://www.wicomicocounty.org/jobs.aspx
Wicomico County Public Schools	Contractual Custodian Maintenance Technician 3-HVAC Site and Grounds Worker I	Apply online at https://www.applitrack.com/wcboe/onlineapp/default.aspx
WMDT	Studio Technician News Producer Media Specialist	Apply online at https://www.wmdt.com/about-us/job-openings/
Worcester County	Electronic Services Specialist III 911 Call Taker Emergency Communications Specialist I Emergency Communications Specialist Trainee Correctional Officer Trainee Correctional Officer-Cook Landfill Operator II Landfill Operator I Vehicle and Equipment Mechanic Transfer Station Attendant Plumber-Journeyman Road Worker II and III General Laborer/Maintenance Worker I Plant Operator Program Monitor Parks Worker III-Iv Crossing Guard Tax Collection Specialist Accounting Clerk II	Apply online at https://worcesterhr.co.worcester.md.us/
Worcester County Public Schools	Secretary	Apply online at https://worcestermd.tedk12.com/hire/index.aspx

Worcester County Recreation and Parks	Referee Parks Worker Gym Monitor Concession Monitor	Apply online at https://worcesterrecandparks.org/about-us/employment
Wor-Wic Community College	Administrative Associate III Adult Education Information Specialist Administrative Associate I Research Assistant	Apply online at https://www.schooljobs.com/careers/worwic?
YMCA - Salisbury, Pocomoke	<i>Richard A. Henson Family YMCA - Salisbury</i> Membership Services Representative Stay & Play Child Watch Assistant Birthday Party Host Group Exercise Instructor Wellness Assistant Personal Trainer Gym Monitor Lifeguard Swim Instructor Sports Staff Cleaning Staff Day Camp Counselor Day Camp Coordinator	Apply online at http://www.ymcachesapeake.org/employment
	<i>Lower Shore Family YMCA - Pocomoke City</i> Membership Services Representative After School Counselor Group Exercise Instructor Wellness Assistant Personal Trainer Lifeguard Water Aerobics Instructor Stay & Play Child Watch Assistant Cleaning Staff Day Camp Counselor Day Camp Coordinator	



Pugh's Patient Care Services
11793 Somerset Ave
Princess Anne, Md. 21853
410-621-5705

HIRING IMMEDIATELY FOR THE FOLLOWING POSITIONS

Home Health Aides
Certified Nursing Assistance (CNA)
Certified Medication Technicians (CMT)

IN THE FOLLOWING COUNTIES

DORCHESTER
WICOMICO
SOMERSET
WORCESTER

Please call to set an appointment to fill out an application and have an on-site interview.



Maryland Maryland Workforce Exchange

DEPARTMENT OF LABOR

July 19, 2021 - July 23, 2021

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Job Order Number	Company	Position	Positions open
1405745	Goodwill Industries of the Chesapeake Inc	Sales Associate	1
1405494	Tri-County Council for the Lower Shore of Maryland	Custodial Services Aide	1
1404331	Holiday Inn Express	Housekeeper/Laundry Assistant	6
1404333	Holiday Inn Express	Front Desk Attendant	2
1404360	Sun Communities, Inc	Resort Housekeeper	1
1404361	Sun Communities, Inc	Resort Groundskeeper	1
1403705	Sherwin-Williams Company	Sales Associate	1
1403628	CCBCC	Delivery Merchandiser Trainee	1
1405220	CCBCC	Warehouse Material Handler (Part-Time)	1
1403627	Allan Myers	Dump Truck Driver	1
1403297	Bimbo Bakeries USA Inc	Route Sales Professional	1
1403296	Bel-Art Products	Production Supervisor (3rd Shift)	1
1403337	Airgas, Inc.	Delivery Driver	1

Visit mwejobs.maryland.gov for Additional Information & Instructions to Apply

"Maryland's American Job Center system, a proud partner of the American Job Center network, is an equal opportunity employer/program committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin, or disability. Please contact a local American Job Center to make arrangements for auxiliary aids, interpreter services, and reasonable accommodations."



MARYLAND JOBS NOW
A proud partner of the [americanjobcenter](http://americanjobcenter.org) networks



Virtual Format

CUSTOMER SERVICE AND SALES NATIONAL RETAIL CERTIFICATION TRAINING

Goodwill and The National Retail Federation (NRF) have partnered to offer a virtual format customer service and sales training.

Learn the following skills:

- Retail Fundamentals
- Communication and Teamwork
- Problem Solving
- Customer Service
- Inventory Tracking
- Payment Procedures and more!



Where: **Virtual self-paced lessons**

Length: **1 - 2 weeks**

Contact: **443-669-5846** or
digitalskills@goodwillches.org

NRF Certification exam upon completion of the training. **Internet access required.**

goodwillches.org



Serv Safe Training

Course Info:

ONE DAY Online and Self-Paced
Learn the vocabulary and pass the assessment test and receive your certification

Requirements:

- * Complete intake form
- * VALID email address and password
- * Internet required through phone, tablet or computer

Recommended for the Food and Hospitality Industries

Learn the Principles of Food Safety:

Food Safety Regulations
The Importance of Food Safety
Time and Temperature Control
Good Personal Hygiene
Safe Food Preparation
Preventing Cross-Contamination
Cleaning and Sanitizing
HACCP (Hazard Analysis and Critical Control Points)
Allergens

Earn an official certificate documenting course hours and display your certificate on your resume!

Contact:

443-669-5846
digitalskills@goodwillches.org



WORKFORCE INNOVATION AND OPPORTUNITY ACT CAREER AND TRAINING SERVICES

DO YOU NEED SKILLS TRAINING TO START A NEW CAREER OR ADVANCE IN YOUR CURRENT CAREER?

Speak with a career counselor to see how the Lower Shore Workforce Alliance could help you reach your goals through a free CAREER TRAINING SCHOLARSHIP.



WHO ARE WE?



The Lower Shore Workforce Alliance receives funding to provide Workforce Innovation and Opportunity Act Title I training services. These funds are used to pay tuition, fees, books and supportive services for individuals who receive a career training scholarship.

WHAT TRAINING COURSES ARE ELIGIBLE?

Please visit the Maryland Eligible Training Provider list located at www.dlir.state.md.us/employment/train/ to search for trainings by training provider, training type, geographic location or key word.



NOT SURE WHAT YOU WANT TO DO?



[My Next Move](#) is an interactive tool for job seekers and students to learn more about their career options. The site has tasks, skills, salary information, and more for over 900 different careers.

HOW DO I APPLY?

- ✓ Register in MWE (mwejobs.maryland.gov/) and create a resume.
- ✓ Speak with a career counselor at the American Job Center to learn about available programs, eligibility and the enrollment process.



**LOWER SHORE
WORKFORCE ALLIANCE**

Located at the American Job Center
31901 Tri-County Way, Salisbury, MD
(410) 341-6010 — train4jobs.org



Wor-Wic Community College

Free Metal Fabrication Training During Evenings: August 2021



To Be Eligible For Consideration, Candidates Must:

- Be age 17 or older
- Have a High School Diploma or GED
- Be able to pass a pre-employment drug screen
- Display hand-arm steadiness
- Display strong near-vision to see details at close range
- Possess good depth perception and manual dexterity
- Be able to work in extremely hot/cold, dusty & noisy environments
- Be able to lift at least 50 lbs. unassisted
- Be able to stand for long periods of time
- Be able to adjust controls with precision
- Be able to recognize and solve problems
- Be able to work well with others and accept positive, constructive criticism that aids in growth
- Be able to supply and wear safety equipment (e.g. welding helmet, safety glasses, gloves, steel toe boots and 100% cotton long sleeve shirts) for up to 3.5 hours per day at a total cost around \$100 (Gear List will be provided)
- Maryland resident (Lower Shore preferred)
- Be job ready
- Have reliable transportation
- Be able to support themselves for the duration of the training

Metal fabricators are in demand!

Metal fabricator training is ongoing through a partnership with Wor-Wic Community College, Arcon Welding Training Center, Crystal Steel, Quality Staffing Services and the Lower Shore Workforce Alliance. The training is free thanks to grants from the Maryland Department of Labor EARN and Maryland Energy Administration.

Courses run Monday through Friday for 14 weeks from 5:30-9:00pm. For more information, please contact Wor-Wic at (410) 334-2815, visit www.worwic.edu or email Dr. Rhonda Banks at rbanks@worwic.edu.

To be considered for the free career-changing training, contact Quality Staffing Services at (410) 742-2600 or visit easternshorejobs.com and apply for Metal Fabrication Training.

The new Basic Metal Fabrication course will provide 250 hours of evening instruction and practice over 14 consecutive weeks. Graduates of the training will be job and career ready and have entry level metal fabricator skills that are necessary to secure employment in the metal fabrication industry.

Students will progress from basic blue print reading and industry math to fundamental A.I.S.C. fitting practices for a variety of metal shapes. This course includes safety for fabricators and an introduction to hand and power tools. Students will develop knowledge for working safely within the industry standards, recognize and avoid potential hazards and receive OSHA trainings.

Metal fabrication students will safely work with oxy-fuel and hand-held plasma cutters for cutting steel and incorporate thermal cutting processes. Through instruction and practice, students will be able to use basic lay-out and measuring tools effectively to prepare for cutting and fit-up.

Students will be able to identify and demonstrate understanding of the basic AWS welding symbols and various electrodes and their applications. Tack welding techniques and procedures will be discussed, modeled and practiced.

There will be an introduction to industry structures and processes and students will discover requirements to qualify as metal fabricators. Metal fabrication training includes 20% classroom and 80% shop time. To graduate, 75% or greater is necessary on written and hands-on skills exams.



Wor-Wic Community College

Free Welding Training for eligible candidates

Projected Start Date of Next Course: November 2021

Welders are in demand!

Welding training is ongoing through a partnership with Wor-Wic Community College, Arcon Welding Services, Quality Staffing Services and the Lower Shore Workforce Alliance. This training is free thanks to a grant from the Department of Labor EARN Maryland grant.

For more information about the course, please contact Wor-Wic at (410) 334-2815, visit www.worwic.edu or email Dr. Rhonda Banks at rbanks@worwic.edu. To be considered for the training, contact Quality Staffing Services at (410) 742-2600 or visit easternshorejobs.com and apply for the Welding Training.

To Be Eligible For Consideration, Candidates Must:

- Be age 17 or older
- Have a High School Diploma or GED
- Be able to pass a pre-employment urine drug screen
- Display hand-arm steadiness
- Display strong near-vision to see details at close range
- Possess good depth perception and manual dexterity
- Be able to work in extremely hot, dusty and noisy environments
- Be able to lift at least 50 lbs. unassisted
- Be able to adjust controls with precision
- Be able to recognize and solve problems
- Be able to work well with others and accept positive, constructive criticism that aids in growth
- Be able to supply and wear safety equipment (e.g. welding helmet, safety glasses, gloves, hearing protection, steel toe boots, jacket (100% wool, leather or cotton or hybrid of these materials) and 100% cotton long sleeve shirt) at est. cost \$150-\$250)
- Maryland resident (Lower Shore preferred)
- Be job ready
- Have reliable transportation
- Be able to support themselves for the duration of the training
- Commit to attend classes, be on time, work hard and not give up!

Stick, Flux Core, MIG and TIG Welding is a 455 hour course with 5 hours of instruction per day, Monday-Friday for 18.2 weeks. The course is designed to provide the entry level welder with the skills necessary to secure employment in the welding industry.

Students will begin by developing knowledge to work safely within industry standards and recognize and avoid hazards. Through instruction, discussion, modeling and practice, students will become proficient with blueprint reading, measuring, hand and power tools, and stick/MIG/flux core/TIG set-ups, processes and clean up.

Safely establish and utilize an oxy-fuel outfit for cutting of steel and the basics of the thermal cutting processes. Use power tools for preparation of base metals prior to welding, be able to use measuring devices and fit-up tools effectively.

Identify the AWS classification of electrodes and their application to the various welding procedures as well as the limitations of filler metals. Select the proper polarity and current requirements for various electrodes and identify the common welding processes used.

Recognize common weld discontinuities, defects and successfully inspect work to industry standards set forth in the "AWS D1.1 Structural welding code." Be aware of the requirements of a "Welder Procedure Specification."

Skills will be articulated verbally, in writing and by performance on quizzes, tests, a final exam and destructive bend test prior to seeking employment. Up to eight welding qualifications may be earned for structural welding.

A welder qualification record (WQR) will be issued to successful completers. Training includes both classroom (20%) and shop instruction (80%).

The intent behind and expectation of the training is to obtain welding employment.



Wor-Wic Community College

Construction Academy: Free Training for eligible candidates



The construction industry on the Lower Eastern Shore needs workers!

Wor-Wic Community College is offering a "Construction Academy" training program funded by a Department of Labor EARN Maryland grant in partnership with industry representatives, Quality Staffing Services and the Lower Shore Workforce Alliance.

The next two course program runs from Sept. 2021-April 2022, one evening per week with a partial/whole day internship component. For more information, please contact Wor-Wic at (410) 334-2815, visit www.worwic.edu or email Dr. Rhonda Banks at rbanks@worwic.edu.

To be considered for this free, career-changing training, contact Quality Staffing Services at 410-742-2600 or visit EasternShoreJobs.com and apply for Carpentry Training.

To be eligible for consideration, candidates must:

- Be a Maryland resident (Lower Shore preferred)
- Have a High School Diploma or GED (Minimum age 17)
- Be able to pass a pre-employment "5 panel" drug screen
- Display hand-arm steadiness
- Display strong near-vision to see details at close range
- Be able to work in hot, cold, dusty and noisy environments
- Possess good depth perception and manual dexterity
- Be able to adjust controls with precision
- Be able to recognize and solve problems
- Be able to lift 50 lbs. unassisted
- Be able to work well with others and accept positive, constructive criticism that aids in growth
- Be able to supply and wear safety equipment (e.g. safety glasses, gloves, hearing protection)
- Be job ready
- Have reliable transportation

The "Construction Academy" is designed to prepare students with basic skills required to enter the construction industry.

Experience "hands-on" instruction on proper and safe use of hand and power tools. Focus on basic safety standards for construction. Review basic math & measurement as they relate to construction (math functions, decimal-fraction conversion and basic geometry), reading a tape measure and print reading. Review drawing plans to determine materials and fasteners needed.

Discover the importance of work ethic from the employer's perspective. Demonstrate critical thinking and problem solving skills by working through issues related to the construction industry. Focus on construction career paths and understand how a construction team works together. Topics include floor systems, wall systems, basic stair layout, doors and door hardware, drywall installation, drywall finishing, suspended ceilings, trim (window, floor & ceiling) and cabinet installation.

Experience construction through an internship to strengthen all skills. The intent behind the "Construction Academy" is to obtain construction employment.



PHARMACY TECHNICIAN PROGRAM

Rx

Goodwill Industries of the Chesapeake, in conjunction with CVS Health and Baltimore City Community College, is proud to offer a Pharmacy Technician Program.

This 16 week program includes:

- Pharmacy Calculations
- Pharmacy Theory
- CPR Training
- Pharmacy Tech Certification Exam
- 160 Hour Clinical Externship (M-F 9am-5pm)

Eligibility Requirements

Applicants must be 18 or older with a HS Diploma/GED and no criminal background. Must also pass TABE assessment, urinalysis and PPD screenings.

Students must pass all course requirements to obtain the Maryland Board Pharmacy Technician Certification.

Where: **Virtual Facilitator** (only)

When: **Monday - Thursday 9am-4pm**

Length of training program: **16 weeks**

Contact: pharmtech@goodwillches.org

IN PARTNERSHIP with

goodwillches.org

 **CVS Health**


BALTIMORE CITY COMMUNITY COLLEGE


Goodwill
Industries of the Chesapeake, Inc.

RISE

Raising. Independent. Skilled. Employees.

Workforce Development Program

Are you in need of help getting a job and maintaining it, or continuing your education?

We can help!



We Can Help You With:

- GED enrollment
- Job Skills Training
- Work Experience
- Occupational Skills Training
- Mentorship & Counseling

Eligibility:

- 16-24 years old
- Not attending school
- Lives in Worcester, Somerset, or Wicomico County



Funded By:
LOWER SHORE WORKFORCE ALLIANCE

 **Grace Center**
for Maternal and Women's Health

Contact Grace Center:

(443) 513-4124
info@gracematernalhealth.org



YOUR VISION, OUR MISSION



Telamon Corporation Young Adult Career & Education Program



David Noonan
Call (443) 397-2767
or email dnoonan@telamon.org
31901 Tri-County Way, Suite 112
Salisbury, MD 21804

www.telamon.org

Telamon is an equal opportunity employer and provider of services. Auxiliary aids available upon request. Funding sources and amount available upon request.

***Are you 18 to 24 years
old and want to get back
into school? Continue
your education? Or
interested in starting
a career?***

If so... Let's talk.

A proud partner of the
americanjobcenter
network

Area Adult Education Providers

**** You may enroll with any program that is convenient for you no matter which Maryland county that you live in. ****

Dorchester County

Chesapeake College

1000 College Circle

Wye Mills, Maryland 21679

Phone: 410-822-5400

Services offered: Classes in Reading, Writing, Math, English for Speakers of Other Languages, GED Test Preparation and National External Diploma Program

Somerset County

Princess Anne One-Stop Office

30415 Mount Vernon Rd.

Princess Anne, MD 21853

Phone: 410-677-4261

Services offered: Classes in Reading, Writing, Math, English for Speakers of Other Languages (ESOL), and GED Preparation.

Wicomico County

Wor-Wic Community College

32000 Campus Drive

Salisbury, MD 21804

Phone: 443-669-6373

Email: adulthoodeducation@worwic.edu

Services Provided: Adult Basic Education Classes, GED Preparation, English as a Second Language (ESL) Classes, and the National External Diploma Program

Worcester County

Worcester County Board of Education

6270 Worcester Highway


Newark, MD 21841

Phone: 410-632-5071

Services Offered Adult Basic Education (ABE) and English as a Second Language (ESL)

Need information for another county?

Maryland's providers are listed at: <http://www.dllr.state.md.us/gedmd/programs.shtml>

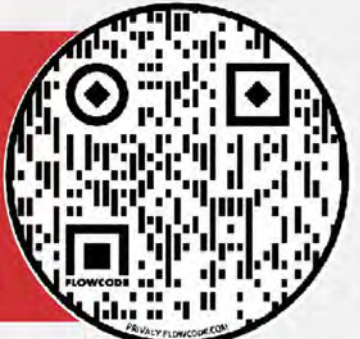


INTERESTED IN ADULT EDUCATION CLASSES?

We offer Adult Basic Education (ABE) and English as a Second Language (ESL) classes
Due to COVID-19 restrictions, registration is now online.

ESL & ABE Virtual Summer Sessions
July 15-Sept. 15

ESL- Daytime | ABE- Evening | Office Hours- Fridays



OPEN YOUR PHONE'S CAMERA APP AND HOLD IT ABOVE THE CIRCLE TO SIGN UP!

Worcester County Public Schools
Adult Education Program
410-632-5071
adulthoodeducation@worcesterk12.org

Funding for the Adult Education program is provided by the MD Department of Labor



WOR-WIC
COMMUNITY COLLEGE
ESL Classes

ONLINE
and
IN-PERSON
Options!

Intake and Class Placement Testing



TUESDAY, JUNE 22, 2021

Classes begin in September!

We will email details in early June, including the location and times of the registration session. There will be additional registration opportunities throughout the summer.

Students must be 18 years or older and a resident of Wicomico County to complete intake.

Students are placed in classes on a first-come-first- served basis.

There are no fees for intake, testing, or classes and documentation is not required.

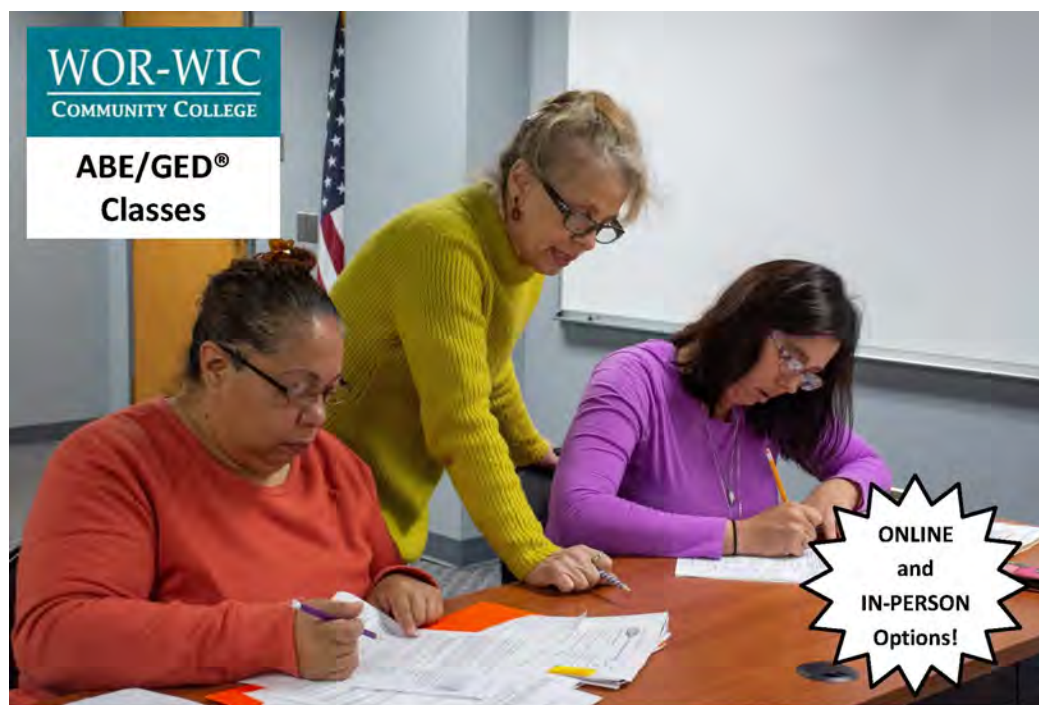
Children under 18 are not permitted during testing.

Contact us today to reserve your spot!

Call/Text: (443) 669-6373

OR Email:

adulthoodeducation@worwic.edu



WOR-WIC
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**ABE/GED®
Classes**

ONLINE
and
IN-PERSON
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**Adult Education Program
Information Sessions**
will be held at **Wor-Wic
Community College** in the
HAZEL CENTER CAFÉ!

TIMES:

10:00am or 6:00pm

DATES:

Tuesday, JUNE 22, 2021

Tuesday, JULY 13, 2021

Wednesday, JULY 28, 2021

Tuesday, AUGUST 10, 2021

Wednesday, AUGUST 25, 2021

For more information,
Call/Text: (443) 669-6373

Email: adulthoodeducation@worwic.edu

WOR-WIC
COMMUNITY COLLEGE

ADULT EDUCATION PROGRAM

**There are TWO ways to earn a
Maryland High School Diploma:
Completing the National
External Diploma Program® or
Passing the Official GED® Test!**

Students must be 18 years or older to complete intake and testing. There are no fees for intake or placement testing.

Testing appointments must be scheduled in advance and will be held at Wor-Wic Community College or the Downtown Library in Salisbury.

Children under 18 are not permitted during testing.



The NEDP® can enroll clients residing in Wicomico, Somerset, and Worcester Counties. The NEDP® is a computer-based portfolio, which is accessed online. There is a \$150 fee to enroll into the program, which is paid when the client qualifies on Reading and Math skills tests. Clients earn a diploma after all eight competency areas are 100% demonstrated.



There is a \$45 fee for the complete Official GED® Test for 1st time test takers who reside in Maryland. There is a \$30 fee for each GED® Test Subject for re-takes. There are 4 subjects in the complete test. Students schedule for the Official GED® Test at www.ged.com. The Adult Education program provides testing and classes to help students prepare for the official test.



PROJECT READ

**Need Help Reading?
Enroll in Project READ!**

Do you need to improve your reading, math or other literacy skills in order to get a job or earn your GED? Find out how to enroll in Project READ.



Want to become an Adult Literacy Coach?

Would you like to help an adult learn how to read? Find out how you can make a difference in someone's life by becoming a volunteer Adult Literacy Coach.

For more information ask
a staff member or contact the
Project READ Coordinator at
410-749-3612 x159
www.wicomicolibraries.org



Project READ is funded by the Wicomico Public Libraries in partnership with Rotary Club of Wicomico County, The United Way of the Lower Eastern Shore, and The Richard A. Henson Foundation, Inc.

LEGAL RESOURCES

Maryland Courts Self-Help Centers

410.260.1392
mdcourts.gov/selfhelp

Monday-Friday, 8:30 AM to 8:00 PM

Family Law Hotline

800.845.8550

Monday-Friday, 9:30 AM to 4:30 PM

Legal Forms Hotline

800.818.9988 (English)
877.293.2507 (Spanish)

Tuesday, Wednesday & Friday: 9:00AM - 12:30PM
Thursday: 9:00AM - 4:00PM



These organizations may assist you with free or reduced cost legal representation:

Disability Rights Maryland

800.233.7201
disabilityrightsmd.org

Legal Aid Bureau Inc.

800.444.4099
mdlab.org

Maryland Volunteer Lawyers Service, Inc.

800.510.0050
mvslaw.org

Pro Bono Resource Center of Maryland, Inc.

800.396.1274
probonomd.org

Family Law Assistance

**Divorce • Domestic Violence
Custody • Adoption
Visitation • Child Support
Guardianship • Name Change**

Dorchester County Circuit Court

206 High Street
Cambridge, Maryland

Mondays, Noon to 3:30 PM

410.228.1395

Somerset County Circuit Court

11770 Somerset Avenue
Princess Anne, Maryland

Fridays, 9 AM to Noon

410.651.4618

Wicomico County Circuit Court

101 North Division Street
Salisbury, Maryland

Mondays, 9 AM to Noon

410.334.3127

Worcester County Circuit Court

1 West Market Street
Snow Hill, Maryland

Mondays, 9:30 AM to 2:30 PM

410.632.5638