



P.O. BOX 449 Tesuque,
 NM 87574
 (P) 505.983.6158
 (F) 505.983.0460 fax

Employment Application

*Please complete all four pages of this application
 and email this application along with your resume
 and cover letter to tony@santafemc.org*

The Mountain Center (TMC) is committed to a policy of Equal Employment Opportunity and will not discriminate against an applicant on the basis of age, sex, sexual orientation, race, color, creed, religion, ethnicity, national origin, citizenship, disability, marital status, or any legally recognized protected basis under federal, state or local laws, regulations or ordinances.

Name	Date Submitted
Phone ()	Email
Current Address Street City/State/Zip	Permanent Address Street City/State/Zip
What is the position you are applying for?	How much work are you seeking (hrs or days per week)?
What are your dates of availability?	Do you need clinical supervision? <input type="checkbox"/> Yes <input type="checkbox"/> No
Driver's License # and State / Any Restrictions? <input type="checkbox"/> Yes <input type="checkbox"/> No	Social Security # <input type="checkbox"/> Yes <input type="checkbox"/> No

Please use another sheet of paper if necessary and attach any supporting materials you wish.

EDUCATION

College and High School	Major Subjects	Dates	Type of Diploma/Certificate/Degree
-------------------------	----------------	-------	------------------------------------

TRAINING, CERTIFICATIONS, LICENSURE

Title	Type	Expiration Date
-------	------	-----------------

PROGRAM/TECHNICAL/ADMINISTRATIVE SKILLS

Please rate yourself in the skills below using the following scale:

- 0 – No experience
- 1 – Some Training and Experience
- 2 – Some Experience Leading and or Assisting
- 3 – Competent to Lead
- 4 – Competent to Train Others

_____ Rock Climbing (top roping / lead climbing)	_____ Backcountry Lessons
_____ High and Low Ropes/Challenge Course	_____ Whitewater Rafting
_____ Games/Energizers/Icebreakers	_____ Program Evaluation
_____ Initiatives	_____ Youth/Adult Organizing
_____ Processing/Debriefing	_____ Grant Writing
_____ Facilitating Groups	_____ Grant Management
_____ Program Planning (multi-day sequencing)	_____ Counseling (Therapy)
_____ Program Planning (single-day itinerary)	_____ Youth/Adult Outreach
_____ Belaying	_____ Program Management
_____ Hiking	_____ Word/Excel/Other _____
_____ Camping	_____ Risk Management
_____ Backpacking (overall)	_____ Social Change

Please describe any other skills you have.

Please describe your writing and administration skills.

POPULATIONS

Please describe your experience in facilitating special population groups and/or individuals (LGBTQ, Native American, people living with or at risk for HIV/AIDS, incarcerated youth, residential treatment youth, emotionally disturbed youth, sexual violence survivors, sexual violence offenders, etc).

EMPLOYMENT HISTORY

Please use another sheet of paper if necessary and attach any supporting materials you wish.

Present Employer

1. _____

Position Held	Responsibilities	dates employed
Organization	Address	City/State/Zip
Organization	Address	Org. website
Name/Title of Supervisor	Phone of Supervisor	Email of Supervisor

Previous Employers

2. _____

Position Held	Responsibilities	dates employed
Organization	Address	City/State/Zip
Organization	Address	Org. website
Name/Title of Supervisor	Phone of Supervisor	Email of Supervisor

3. _____

Position Held	Responsibilities	dates employed
Organization	Address	City/State/Zip
Organization	Address	Org. website
Name/Title of Supervisor	Phone of Supervisor	Email of Supervisor

REFERENCES

1. _____

Name	Phone(s)	Email
------	----------	-------

2. _____

Name	Phone(s)	Email
------	----------	-------

3. _____

Name	Phone(s)	Email
------	----------	-------

4. _____

Name	Phone(s)	Email
------	----------	-------

Background Information

Have you been released from prison or convicted of any crime (including plea of guilty or nolo contendere)?

Yes No

If YES, please provide details concerning the nature of the offense, the date of conviction and sentence, the jurisdiction in which the conviction took place, etc. A positive response will not automatically bar you from employment.

Have you been charged with a DWI?

Yes No

If YES, please provide details concerning the nature of the offense, the date of conviction and sentence, the jurisdiction in which the conviction took place, etc. A positive response will not automatically bar you from employment.

Please be advised that pursuant to our contract with the N.M. Children, Youth and Families Department, all contractors, facilitators, and staff of the The Mountain Center will require a background check.

I understand that there are four (4) pages to this application. I have read and completed this application in its entirety.

Under penalty of perjury I certify that the above information is true, correct, and complete. I understand that if I am hired, I can be discharged for any misrepresentation or omission in the above statements. I also understand that if I am hired, my continued employment may be conditioned upon TMC's receipt of satisfactory reports from the New Mexico State Police and other background checks.

Further, I understand and agree that my employment is not for any guaranteed specific period of time but is at will. "At- will employment" means that either an employee or TMC may terminate the relationship at any time. Neither the employee nor TMC need demonstrate cause for termination of the relationship.

I authorize TMC to solicit information regarding my education, previous employment, and similar background information and to contact schools, employers, and other references I have given on my application. I hereby release all parties and persons connected with any such request for information from all claims, liabilities, and damages for any reason arising out of the furnishing of such information. If employed, I release TMC from any liability for future references it may provide regarding my employment with TMC.

Signature

Date

Please attach a copy of your resume and cover letter to this application.