



THE MOUNTAIN CENTER

Employment Application

Please complete all sections.
Email application, cover letter and resume to
jobs@themountaincenter.org

The Mountain Center (TMC) is an equal opportunity employer and will not discriminate against an applicant on the basis of sex, sexual orientation, race, color, creed, religion, ethnicity, national origin, citizenship, disability, marital status, or any legal recognized protected basis under federal, state or local laws, regulations or ordinances.

Name: _____ Pronouns: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Driver's License Number: _____ State: _____ Restrictions: _____

What program are you applying for: _____

When can you start: _____

How much work are you seeking (hours or days per week)? _____

What is your availability: _____

EDUCATION			
High School & College	Major/ Concentration	Dates	Diploma or Certificate
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

TRAININGS, CERTIFICATIONS & LICENSURE		
Title	Type	Expiration Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PROGRAM/ TECHNICAL/ ADMINISTRATIVE SKILLS

Please rate yourself below using the following scale:

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

- | | |
|------------------------------|--|
| _____ Processing/ Debriefing | _____ Risk Management |
| _____ Counseling/ Therapy | _____ Rock Climbing |
| _____ Facilitating Groups | _____ Behavioral Health |
| _____ Community Outreach | _____ Youth/ Adult Organization |
| _____ Ropes Courses | _____ Advocacy Work |
| _____ Program Management | _____ Grant Writing/ Management |
| _____ Whitewater Rafting | _____ Microsoft Office/ Google Workspace |

Please describe any other skills you have that are relevant to the position:

POPULATIONS

Please describe your experience in facilitating special population groups and/or individuals (LGBTQ2S+, Native American, people living with or at risk for HIV/AIDS, incarcerated youth, residential treatment youth, survivors of violence, sexual violence offenders, etc.)

EMPLOYMENT HISTORY

Please use an additional sheet of paper if necessary and attach any supplemental documentation if you wish.

PRESENT EMPLOYER

Organization: _____ Dates of Employment: _____

Address: _____ City: _____ State: _____ Zip: _____

Position Held: _____

Responsibilities: _____

Name/Title of Supervisor: _____ Phone: _____ Email: _____

PREVIOUS EMPLOYERS

Organization: _____ Dates of Employment: _____

Address: _____ City: _____ State: _____ Zip: _____

Position Held: _____

Responsibilities: _____

Name/Title of Supervisor: _____ Phone: _____ Email: _____

Organization: _____ Dates of Employment: _____

Address: _____ City: _____ State: _____ Zip: _____

Position Held: _____

Responsibilities: _____

Name/Title of Supervisor: _____ Phone: _____ Email: _____

Organization: _____ Dates of Employment: _____

Address: _____ City: _____ State: _____ Zip: _____

Position Held: _____

Responsibilities: _____

Name/Title of Supervisor: _____ Phone: _____ Email: _____

PROFESSIONAL REFERENCES

Name: _____ Phone: _____ Email: _____

Reference Description: _____

Name: _____ Phone: _____ Email: _____

Reference Description: _____

Name: _____ Phone: _____ Email: _____

Reference Description: _____

BACKGROUND INFORMATION

Please be advised that pursuant to our contract with N.M. Children, Youth and Families Department, all contractors, facilitators and staff of The Mountain Center will require a background check. Existence of a criminal record does not automatically disqualify you from employment.

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 terminated 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 need to demonstrate cause for termination of the relationship. I authorize TMC to solicit information regarding my education, previous employment and similar background information. Additionally, to contact schools, employers and other references I have provided 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.

Signature: _____ Date: _____

Please attach a copy of your resume and cover letter to this application. Email to jobs@themountaincenter.org