



## YOUTH & FAMILY SERVICES

**Dear Applicant:**

**Thank you for your interest in New Day Youth & Family Services (New Day), an Equal Opportunity Employer. Please take a moment to read the following information before beginning the application.**

- 1. Persons wishing to apply for a position with New Day must be at least 21 years of age.**
- 2. New Day works with a target population of at-risk youth. State licensing regulations applying to our agency:**
  - a. Specifically forbid the employment of any person convicted of any criminal offense involving the mistreatment of children, including trafficking of an illegal substance or assault.**
  - b. Require the agency to have on file a copy of the employee's criminal record clearance (CRC) prior to working unsupervised with any resident or client.**
- 3. In addition, New Day requires that all employees must:**
  - a. Provide proof of a valid New Mexico driver's license**
  - b. Qualify under our agency insurance**
  - c. Not have been convicted of DWI or DUI in the previous five (5) years**
  - d. Provide proof of current personal auto insurance**
  - e. Provide verification of education (diploma, transcript, etc.)**
  - f. Provide a copy of appropriate licensure (therapists)**
  - g. Provide a work history, explaining any gaps in employment**

**If you have read and understand the above agency requirements, please complete the attached application and submit it along with your resume. In the event you qualify for an open position, you will be notified and we will schedule an interview. If no positions for which you qualify are open at the current time, your application will be kept on file for 30 days and you may be contacted during that time for an available position that matches your qualifications.**