



LAW OFFICES OF THE PUBLIC DEFENDER STATE OF NEW MEXICO

- Job Title: **Social Worker**
- Job Type: **Full Time**
- Employer and location: **Law Offices of the Public Defender Various Locations**
- Work period: **Regular/Permanent Positions**
- Start Date: **ASAP**
- Job Summary/description: **Works with attorneys through a referral process to meet the needs of clients facing criminal charges while maintaining contact with clients, attorneys and treatment resources, agencies, experts and peers to serve the needs of our clients.**
- Qualifications: **Required; Bachelor's degree in Human Services, Social Sciences, Social Work or Counseling and two (2) years of experience in mental health and/or substance abuse counseling. Social Work License is required by the LOPD. Preferred; Bachelor's degree in Human Services, Social Sciences, Social Work or Counseling and four (4) years of experience in mental health and/or substance abuse counseling. Social Work License is required by the LOPD.**
- How to apply: **Please visit <http://www.lopdnm.us/Jobs/> for a list of current positions**

Applications:

- The LOPD **does not** accept resumes. Applications are required. All applications **must** be submitted by email to the LOPD-Jobs@lopdnm.us address.

- An application may be utilized for more than one vacant positions of the same job classification.

- An application may be kept on file for up to six (6) months before requiring you to reapply.

- Applications will be ranked based on education and experience. The hiring manager may choose to receive only the highest ranked candidates or may choose to review all candidates. To maximize your opportunity to be called for an interview, please insure that your transcripts or bar card are attached and that your work experience reflects all your experience.

*** If you are an attorney, you do not have to provide transcripts however, you must provide your bar number from NM or another state where you are licensed to practice law.**

*** If you are not an attorney and you do not attach transcripts your education points will be "zero" until you have provided the transcripts.**

*** If you do not complete the work history section, your experience points will be "zero" until you have provided the work experience information.**

*** If you do not complete the work history section with enough information to determine if you meet the minimum qualifications, your points will reflect "less than minimum" points.**

Attachments:

Please attach supporting documentation for education, licensing or veterans status. The application will be coming to us by email at LOPD-Jobs@lopdnm.us so you may send your attachments at the same time. Please include the position # in the name of your document - not just inside the attachment. If you have applied for more than one position with the same application, just list the first one.

Locations:

The LOPD has offices in the following New Mexico communities: Santa Fe; Albuquerque; Las Cruces; Carlsbad; Hobbs; Roswell; Taos; Clovis; Portales; Aztec; Gallup; Alamogordo and Ruidoso. If you are not selected for one position, you may be considered for other communities with the same job classification available.

• Deadline date: **Open until filled**

• Contact: **Please email any inquiries to LOPD-Jobs@lopdnm.us or feel free to call 505-395-2888 and ask for Human Resources.**