



KAY IVEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
RSA UNION BUILDING
100 NORTH UNION STREET
POST OFFICE BOX 301410
MONTGOMERY, ALABAMA 36130-1410
WWW.MH.ALABAMA.GOV



LYNN T. BESHEAR
COMMISSIONER

**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT POSITION
EQUAL OPPORTUNITY EMPLOYER**

JOB TITLE:	Facility Director I	NUMBER:	18-30
JOB CODE:	A4500	DATE:	08/24/2018
SALARY RANGE:	86 (\$80,287.20 – \$122,232.00)	PCQ#:	8802009
JOB LOCATION:	Bryce Hospital 1651 Ruby Tyler Parkway Tuscaloosa, Alabama 35404		

MINIMUM QUALIFICATIONS: Master’s degree in the social or behavioral sciences; business, public administration, or hospital administration; nursing; or a closely related field. Extensive experience (72 months or more) in planning, coordinating, and/or directing behavioral health services and programs. Of the required experience, 24 months or more must be in a hospital setting.

NECESSARY SPECIAL REQUIREMENTS: Must meet all requirements promulgated by the Joint Commission on Accreditation of Health Care Organizations and/or CMS (Center for Medicare/Medicaid Services).

KIND OF WORK: This is highly responsible administrative work, planning, coordinating, and directing services and programs at a state psychiatric facility. Work involves development of overall plans and policies of the facility and responsibility for the implementation of decisions as they apply to services and programs for the patients of the facility. Supervision is exercised over a staff of professional and administrative employees engaged in the operation of the facility. Work is performed independently within the framework of Standard rules, policies, and procedures established by the Department and other agencies. Supervision is received from the Director of MI Facilities and/or the Associate Commissioner for Mental Health and Substance Abuse Services (MHSAS).

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of administration and managerial aspects of Mental Health service delivery and hospital operation. Knowledge of principles, methods, and techniques related to the treatment of the mentally ill. Knowledge of recent developments in the field of mental health. Extensive knowledge of The Joint Commission and Center for Medicare/Medicaid Services requirements applicable to psychiatric hospitals. Extensive knowledge of hospital management, principles, and practices. Knowledge of Quality Improvement requirements.

Ability to plan for budgetary needs; ability to analyze and interpret contract grants, programs and financial reports. Knowledge of program planning, implementation, and evaluation techniques. Ability to direct the work of professional and administrative employees. Ability to develop programs and services resulting in seamless transition from inpatient to community care. Ability to re-orient clinical services to best practice and recovery based person-centered treatment models. Ability to create innovative treatment approaches for people with serious and persistent mental illnesses. Ability to establish and maintain effective working relationships with subordinates, associates, and representatives of other departmental and governmental agencies. Ability to effectively communicate verbally and in writing. Ability to react quickly and calmly in emergency situations. Ability to delegate administrative and professional assignments to subordinates and evaluate their work.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their education, training, and experience and should provide adequate work history identifying experiences related to duties and minimum qualifications as mentioned above. All relevant information is subject to verification. Drug testing and security clearances may be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with consumers.

HOW TO APPLY: Use an official application for Professional Employment (Exempt Classification) which may be obtained from this office, other Department of Mental Health Facility Human Resources Offices, or visit our website at www.mh.alabama.gov. **Only work experience detailed on the application will be considered.** Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application. Applications should be returned to Human Resource Management, Department of Mental Health, P.O. Box 301410, Montgomery, Alabama 36130-1410 or RSA Union Building, 100 North Union Street, Montgomery, Alabama 36104. **An official copy of academic transcripts is required and must be forwarded by the college or university to the Human Resources office at the above address.**

DEADLINE: October 5, 2018

[Click Here to Apply:](http://www.mh.alabama.gov/Downloads/ADHR/ADHR_ApplicationForEmploymentExemptClassification.pdf)

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