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GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
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LYNN T. BESHEAR  
COMMISSIONER

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

<b><u>JOB TITLE:</u></b>	Mental Health Specialist I (ID/D Option)	<b><u>NUMBER:</u></b> 17-37
<b><u>JOB CODE:</u></b>	A5000	<b><u>DATE:</u></b> 8/18/17
<b><u>SALARY RANGE:</u></b>	70 (\$33,086.40 - \$50,119.20)	<b><u>PCQ#:</u></b> 8812907
<b><u>JOB LOCATION:</u></b>	Department of Mental Health RSA Union Building 100 North Union Street Montgomery, AL 36130-1410	

**MINIMUM QUALIFICATIONS:** Bachelor’s degree in a human services field, plus experience (24 months or more) supporting individuals with Intellectual or Developmental Disabilities (ID/D), including experience in dealing with personal ID/D, providing individual/family support and advocacy.

**OR**

Considerable (48 months or more) programmatic experience with the Department of Mental Health, plus experience (24 months or more) supporting individuals with Intellectual or Developmental Disabilities (ID/D), including experience in dealing with personal ID/D, individual/family peer support services and advocacy.

*Human services field includes the following disciplines: Social Work, Psychology, Criminal/Juvenile Justice, Special Education, Sociology, Speech Education, Rehabilitation, Counseling, Speech Pathology, Audiology, Nursing, Physical or Occupational Therapy, and any related academic disciplines associated with the study of Human Behavior, Human Skill Development, or Basic Human Care Needs.*

**NECESSARY SPECIAL REQUIREMENTS:** The individual who is employed in this position must have a family member with ID/D and have personal experience in locating resources providing formal and informal supports to and advocating for the individual and/or family to meet individual and family needs. **The application MUST INCLUDE documentation that supports having a family member with ID/D as noted above.** Must have a valid driver's license to operate a vehicle in the State of Alabama and have a good driving record. **Extensive daytime travel with some overnight and occasional out-of-state travel is required.**

**KIND OF WORK:** This is highly responsible professional work providing specialized coordination of activities and products for the Alabama Department of Mental Health, Developmental Disabilities

Division, and the Alabama Council for Developmental Disabilities, in Community of Practice/ Supporting Families through the Life Span project. The primary function of this position is to identify a network of formal and informal supports for families who have a member with Intellectual or Developmental Disabilities (ID/D). The person in this position will serve as the Family Advocate and lead in efforts to build supports for families and provide them with the tools needed to develop life plans for the member with ID/D. Other duties include assisting in any systemic changes identified as barriers to building supports to families; arrange monthly Core Team meetings; plan, arrange and facilitate meetings for the CoP Supporting Families, assist in the development and implementation of the CoP/Supporting Families Outreach and Dissemination Plan; become a “train the trainer” on the CoP/Supporting Families LifeCourse Tools and train interested families to use the tools effectively. Participate in monthly technical assistance calls with UM/KC, and other series available through the project (Innovations, Ambassador, LifeCourse Tools, etc.) and complete any work required. This will include securing meeting space to hold trainings and develop the agenda for various meetings throughout Alabama. Identify and encourage families to participate in various training series available through the project. Attend annual CoP/Supporting Families Conference, collect and track data associated with CoP/Supporting Families to realize the impact on Alabama families; collaborate with the Division’s Director of Consumer Empowerment to assist Alabamians with ID/D with needed advocacy; attend People First and other Advocacy meetings throughout the State; and conduct formal and informal presentations on CoP/Supporting Families project and LifeCourse Tools as needed.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Knowledge of providing peer support, and advocacy to individuals and families. Knowledge of the Mental Health Delivery System, as it relates to Intellectual or Developmental Disabilities (ID/D) in Alabama. Knowledge of consumer issues, peer/family support services. Ability to plan, organize, and prioritize work activities. Ability to communicate effectively, both orally and in writing and the ability to make public presentations and provide trainings. Ability to work effectively with a variety of professionals, advocates, family members, and individuals with ID/D.

**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 screenings and security clearance will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with individuals.

**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 Personnel Offices, or visit our website at [www.mh.alabama.gov](http://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. Copies of License/Certifications should be forwarded with your application. An official copy of academic transcripts is required and must be forwarded by the school, college, or university to the personnel office at the above address.

**DEADLINE: September 15, 2017**