



BOB RILEY  
GOVERNOR

STATE OF ALABAMA

DEPARTMENT OF MENTAL HEALTH  
AND MENTAL RETARDATION

BRYCE HOSPITAL  
200 UNIVERSITY BOULEVARD  
TUSCALOOSA, ALABAMA 35401  
PHONE (205) 759-0799  
FAX (205) 759-0890



JOHN M. HOUSTON  
COMMISSIONER  
CHARLES R. CUTTS  
HOSPITAL DIRECTOR

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

**JOB TITLE:** Recreation/Activity Specialist I

**NUMBER:** # 0854

**JOB CODE:** J1000 **SALARY RANGE:** 66 - \$29,954 - \$45,501

**POS.** # 8801992

**JOB LOCATION:** Bryce Hospital

**DATE:** August 29, 2008

**QUALIFICATIONS:** Bachelors degree in therapeutic recreation, adaptive physical education, recreation, physical education, or music therapy. Other job related education and/or experience may be substituted for all or part of these basic requirements. **NECESSARY SPECIAL REQUIREMENT: Must possess or be eligible to receive certification through the National Council for Therapeutic Recreation Society (NCTRS) or be board certified as a music therapist under CBMT, the Certification Board for Music Therapist.**

**KIND OF WORK:** Plan and conduct a variety of therapeutic activities appropriate for patients on the Admissions Unit. Evaluate patients according to established therapeutic recreation guidelines. Attend and participate in treatment planning conferences and treatment review meetings. Prepare and maintain progress notes, records and reports through documentation. Provide leadership for one or more group of participants in one phase of the total therapeutic recreation program. Supervise subordinates and sub-professional personnel, and volunteer workers that assist in conducting group and individual activities. Maintain equipment and supplies. Assemble, maintain and secure necessary materials and equipment for therapeutic recreational activities. Participate in required and other available inservice training provided by the hospital and Therapeutic Recreation Department. Assist other professional personnel in carrying out hospital-wide recreational programs. Assist in escorting patients to activities on the unit, special events, off-campus, canteen, beauty/barber shop and other engagements as needed.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Ability to keep accurate records and write reports. Ability to interact with patients and other professionals in a courteous, professional manner. Ability to communicate effectively both orally and in writing. Knowledge of individual and group behavior and effective ways of working with mentally ill patients. Ability to utilize professional data in planning and evaluating the activities programs and to adapt and implement such programs as required.

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

**HOW TO APPLY:** USE AN OFFICIAL APPLICATION FOR PROFESSIONAL EMPLOYMENT (EXEMPT CLASSIFICATION) WHICH MAY BE OBTAINED FROM THIS OFFICE Or The Official Web Site [www.mh.state.al.us](http://www.mh.state.al.us). THE APPLICATION SHOULD BE RETURNED TO PERSONNEL OFFICE, BRYCE HOSPITAL, 200 UNIVERSITY BLVD., TUSCALOOSA, ALABAMA, 35401 BY Until Filled IN ORDER TO BE CONSIDERED FOR THIS POSITION. DO NOT RETURN THIS APPLICATION TO THE STATE PERSONNEL DEPARTMENT. **PLEASE HAVE AN OFFICIAL COPY OF TRANSCRIPT (S) FORWARDED TO THE PERSONNEL DEPARTMENT AT THE ABOVE ADDRESS.** *Only Work Experience Listed On The Application Form will be considered. Additional sheets if needed, should be in the same format as the applications. Resumes will not be accepted in lieu of an official application.*