



KAY IVEY  
GOVERNOR

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

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

<b>JOB TITLE:</b>	Facility Director II (Director of MI Facilities)	<b>NUMBER:</b>	18-25
<b>JOB CODE:</b>	A4700	<b>DATE:</b>	10/05/2018
<b>SALARY RANGE:</b>	87 (\$88,982.40 - \$135,580.80)	<b>PCQ#:</b>	8836000
<b>JOB LOCATION:</b>	<b>Present:</b> Bryce Hospital 1651 Ruby Tyler Parkway Tuscaloosa, Alabama 35404	<b>Future:</b> Region II Administrative Building 1305 James L. Harrison, Jr. Parkway Tuscaloosa, Alabama 35405	

**MINIMUM QUALIFICATIONS:** Master’s degree in a social or behavioral science; business, public, 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, 48 months or more must be in a hospital setting.

**NECESSARY SPECIAL REQUIREMENT:** Must meet all requirements promulgated by The Joint Commission and/or Center for Medicare/Medicaid Services.

**KIND OF WORK:** This is highly responsible administrative work providing leadership and oversight for directing the services and programs of the MI facilities (Bryce Hospital, Mary Starke Harper Geriatric Psychiatry Center and Taylor Hardin Secure Medical Facility). The employee will be responsible for assuring the provision of support services and resources so that certification and/or accreditation of ADMH facilities are maintained; Monitoring MI facilities’ compliance with ADMH policies; Assist facilities in maintaining an environment of care that provides for safety and protection of patients; Assures the completion of overall planning activities by the MI facilities; Ensures the provision of appropriate and effective treatment and placement of patients; Provides direct supervision to facility directors and other upper management staff as identified by the Associate Commissioner for MHSAS; Monitors and assist facility directors with the management of personnel in accordance with ADMH policy, regulatory standards and state personnel rules; Monitor and assist facility directors in developing and maintaining a hospital budget; Collaborates with consumers, families and community resources in promoting coordination of mental health services within service areas; Serves as a member of the MHSAS Division’s leadership through membership on the Governing Body and assigned committees;

Performs related duties as assigned by the Associate Commissioner for MHSAS to include providing leadership and directing the day-to-day services and programs for Bryce Hospital until a Facility Director is employed.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Knowledge of administration and management in the field of mental health. Knowledge of principles, methods, and techniques related to the treatment of the mentally ill. Knowledge of recent developments in the field of mental health. Knowledge of laws, rules, and regulations to include The Joint Commission and Center for Medicare/Medicaid Services. Ability to direct the work of professional and administrative employees engaged in the management operation of a mental health facility. Ability to develop programs and services resulting in seamless transition from inpatient to community care. Ability to re-orient clinical services to best practice, 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 the subordinates and to 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](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. **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: Until Filled**

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