



BOB RILEY
GOVERNOR

STATE OF ALABAMA
**DEPARTMENT OF MENTAL HEALTH
AND MENTAL RETARDATION**
GREIL MEMORIAL PSYCHIATRIC HOSPITAL

2140 UPPER WETUMPKA ROAD
MONTGOMERY, ALABAMA 36107

PHONE (334) 262-0363
FAX (334) 834-4562



JOHN M. HOUSTON
COMMISSIONER

ALLEN L. STEWART, L.P.C.
DIRECTOR

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

| | | | |
|-----------------------------|---|-----------------------|-----------------|
| <u>JOB TITLE:</u> | Recreation/Activity Specialist I | <u>NUMBER:</u> | 08-17 |
| <u>JOB CODE:</u> | J1000 | <u>DATE:</u> | 11-18-08 |
| <u>SALARY RANGE:</u> | 66 (\$29,954.40- \$45,501.60) | <u>PCQ#:</u> | 8832952 |
| <u>JOB LOCATION:</u> | Greil Memorial Psychiatric Hospital 2140 Upper Wetumpka Road Montgomery, Alabama 36107 | | |

QUALIFICATIONS: Graduation from a four-year college or university with a degree in therapeutic recreation, adaptive physical education, or physical education. Other **directly related education and/or work experience** may be substituted for all or part of these basic requirements.

NECESSARY SPECIAL REQUIREMENTS: Possession of or eligibility for certification as a Certified Therapeutic Recreation Specialist (CTRS) through the National Council for Therapeutic Recreation Certification is required.

KIND OF WORK: This is a professional position in the Recreation Therapy Program for patients with mental illness. Employee will serve as a member of the Unit Treatment Team to design treatment services to improve social, emotional, cognitive, and physical functional behaviors. Employee will assist patients' leisure, social and recreational abilities; deficiencies, interests, barriers, needs and potential. This position supervises, directs, instructs and schedules paraprofessional staff in planning and implementing group and individual Recreation Therapy programs. Maintains clinical and administrative records. May be required to work nights, weekends and holidays on a rotating basis. Performs related duties as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Thorough knowledge of the basic theories and practices of the therapeutic use of various activities. Knowledge of individual and group behavior, and effective ways of working with persons with mental illness. Knowledge of principles and methods of supervision and training. Ability to utilize data obtained from other professionals to plan and evaluate various therapeutic programs and adapt and implement such programs as required. Ability to establish and maintain effective working relationships. Ability to communicate clearly and concisely both orally and in writing. Ability to organize, plan, and implement work in an independent manner.

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 mentioned above. All relevant information is subject to verification.

HOW TO APPLY: Use an official application for Professional Employment (Exempt Application), which may be obtained from this office, other Department of Mental Health and Retardation facility Personnel Offices, or at www.mh.state.al.us. Only work experience detailed on the application form 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 the Human Resources Department, Greil Memorial Psychiatric Hospital, 2140 Upper Wetumpka Road, Montgomery, Alabama 36107, by
Until Filled to be considered for this position.

COPIES OF LICENSES/CERTIFICATIONS SHOULD BE FORWARDED WITH YOUR APPLICATION OR FURNISHED DURING THE INTERVIEW. AN OFFICIAL COPY OF YOUR ACADEMIC TRANSCRIPTS MUST BE FORWARDED BY THE COLLEGE OR UNIVERSITY TO THE HUMAN RESOURCES OFFICE AT THE ABOVE ADDRESS.

APPLICANTS BEING GIVEN SERIOUS CONSIDERATION FOR EMPLOYMENT WILL BE SUBJECT TO A BACKGROUND CHECK. DRUG TESTING WILL BE REQUIRED BEFORE AN OFFER OF EMPLOYMENT IS CONFIRMED.

JCAHO ACCREDITED / EQUAL OPPORTUNITY EMPLOYER