



ROBERT BENTLEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
RSA UNION BUILDING
100 NORTH UNION STREET
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MONTGOMERY, ALABAMA 36130-1410
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JAMES V. PERDUE
COMMISSIONER

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

JOB TITLE: MH Specialist II **NUMBER:** 16-05
JOB CODE: A6000 **DATE:** 4/15/16
SALARY RANGE: 74 (\$39,290.40 - \$59,517.60) **PCQ#:** 8813297
JOB LOCATION: Department of Mental Health
RSA Union Building
100 North Union Street
Montgomery, Alabama 36130-1410

MINIMUM QUALIFICATIONS: Master's degree in a human service field, plus experience (24 months or more) in the delivery of child and adolescent mental health services in either a community mental health program certified by the ADMH or the Joint Commission, or in a comparable setting subject to public regulation.

OR

Bachelor's degree in a human service field, plus considerable experience (48 months or more) in the delivery of child and adolescent mental health services in either a community mental health program certified by the ADMH or the Joint Commission, or in a comparable setting subject to public regulation.

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

KIND OF WORK: This is highly professional work in providing specialized child and adolescent services in the Division of Mental Health & Substance Abuse, Office of Mental Illness Community Programs. Duties include: program monitoring and evaluation, development and application of certification standards for both administrative services and clinical programs provided by community mental health centers and other community-based mental health service providers, provide technical assistance to assist providers to comply with standards, development of appropriate treatment planning in coordination with involved child serving agencies, consult and confer with family members, advocacy groups, and other child serving agencies, monitor contracts for child and adolescent services through review of data, onsite visits, and telephone consultation to assure funds are utilized consistent with contracts, and collaborate with other units within the Department relative to program development and evaluation activities.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of child and adolescent mental health services provided by state and local public mental health agencies, other state agencies and organizations, and private agencies. Knowledge and experience with Medicaid, Medicare, and/or Joint Commission rules applicable to community mental health services strongly preferred. Knowledge of ADMH certification standards and procedures is strongly preferred. Ability to plan, organize, and prioritize work activities in an independent manner. Knowledge of and the ability to interpret and apply local, state, and federal laws, regulations and policies, particularly related to involuntary civil commitment of juveniles. Ability to provide technical assistance to providers. Ability to develop and to coordinate with multiple parties' individual treatment plans for children and adolescents with severe emotional disturbance is a must. Ability to communicate effectively on an individual or in a group setting. Ability to travel within the state and to national meetings. Ability to effectively interact with families of children and adolescents with severe emotional disturbances. Basic proficiency with personal computers and word processing (preferably MS Word, Excel, and Access) is required. Experience in preparation of reports, collection and dissemination of statistical information, and managements of complex projects is highly desirable.

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 clients.

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. **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: May 13, 2016