



ROBERT BENTLEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
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JAMES V. PERDUE
COMMISSIONER

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

<u>JOB TITLE:</u>	MH Specialist III	<u>NUMBER:</u>	16-36
<u>JOB CODE:</u>	A6500	<u>DATE:</u>	11-11-16
<u>SALARY RANGE:</u>	78 (\$47,757.60-\$72,686.40)	<u>PCQ#:</u>	8812774
<u>JOB LOCATION:</u>	Department of Mental Health RSA Union Building 100 North Union Street Montgomery, AL 36130-1410		

MINIMUM QUALIFICATIONS: Master’s degree in a human services field, plus considerable experience (48 months or more) in the development, provision, and/or monitoring of intervention and treatment services for young adults (within the adult or child/adolescent mental health field) with serious mental illness, **OR** current permanent status (24 months or more) as a Mental Health Specialist II in the development, provision, and/or monitoring of intervention and treatment services for young adults (within the adult or child/adolescent mental health field) with serious mental illness. **Preference will be given to individuals with 24 months or more experience in an administrative or supervisory capacity.**

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 REQUIREMENT: Must be willing to travel frequently to project sites within Alabama (70 percent of time) and possible occasional travel out of state. Must have a valid driver’s license to operate a vehicle in the State of Alabama.

KIND OF WORK: This is highly responsible professional work that involves overseeing the planning and implementation of grant and project activities throughout the Alabama First Episode Psychosis (FEP) Project within the ADMH Mental Illness and Substance Abuse Division, Office of MI Community Programs. The employee in this position will participate in the system-wide development and implementation of the SAMHSA required evidence-based practice (FEP), coordinate with the state advisory council and the local advisory council and oversee the completion of the state FEP process. This employee will attend the FEP trainings and serve as the state FEP trainer for identified FEP programs by providing site-based training for each project participating agency and involved local and state partners. The employee will act as a liaison between agencies involved in the project to include communicating/coordinating with external consultants and technical assistance advisors. This employee will provide technical assistance to all FEP teams, mental health practitioners, mental health agency leadership, and local involved partners. Technical assistance includes

helping agencies identify needed organizational changes and conducting fidelity reviews. The employee will assist agencies with developing fidelity action plans for better implementation of the FEP approach. The employee will assist in development and implementation of data collection and analysis process, track FEP outcomes and help FEP staff at the provider level set measurable goals for improved performance. The employee will be responsible for generating, coordinating and disseminating reports to community provider sites to ensure project compliance and ensure all FEP staff are hired at participating community mental health centers, as well as ongoing monitoring of the local FEP sites. This position will be required to meet with provider staff on an ongoing basis in order to effectively develop and implement strategies for successful program outcomes.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of serious mental illness, the public mental health system provided by state and local public mental health agencies, other state agencies and organizations, and private agencies. Ability to effectively interact with individuals with serious mental illness and their families. Knowledge of working with consumer/parent support organizations. Ability to establish/maintain effective working relationships with state level staff, service providers, stakeholders, the business community, and the general public. Knowledge of the method and process for successful organizational change for the purposes of transitioning individuals, teams, and organizations towards a desired goal. Knowledge and experience with implementing grants. Ability to prepare grant applications in accordance with federal guidelines. Knowledge of and ability to develop plans for program development consistent with recognized evidence-based/best practices, recovery concepts, and peer support specialists. Ability to develop short- and long-range plans. Ability to develop, organize, and conduct meetings, trainings and workshops effectively. Knowledge of training/development principles, practices and techniques. Ability to provide consultation and technical assistance. Ability to provide excellent communication and interpersonal skills. Ability to take initiative, work independently, identify and resolve problems, and overcome obstacles. Ability to express ideas clearly, both orally and in writing. Ability to travel frequently to project sites within the state and possibly occasional travel out of state. Ability to proficiently operate a personal computer to include Microsoft Word, Access, and Excel.

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: December 9, 2016