



STATE OF ALABAMA  
 DEPARTMENT OF MENTAL HEALTH  
 BRYCE HOSPITAL  
 1651 RUBY TYLER PARKWAY  
 TUSCALOOSA, AL 35404  
 205-507-8000  
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Kay Ivey  
 Governor

Kimberly G. Boswell  
 Commissioner

Audrey McShan  
 Facility Director

### EMPLOYMENT OPPORTUNITY

**JOB TITLE:** Habilitation Treatment Coordinator III **OPEN DATE:** 10/11/2024  
**CLOSE DATE:** Until Filled

**JOB LOCATION:** Bryce Hospital **NUMBER:** 24-26  
 Tuscaloosa, Alabama **JOB CODE:** O4000

#### SALARY

- Range 75 (\$47,839.20 - \$80,121.60 Annually).
- Minimum Salary will be commensurate with experience. Limitations apply to current State employees.

#### BENEFITS

- 12 paid holidays.
- 1 personal leave day accrued each January.
- 13 sick leave days.
- 13 annual leave days accrued in the first year of employment.
- Longevity bonus annually after 5 years of employment.
- Continuous opportunities for acquiring CEU's needed for maintaining professional license.
- Very low-cost health and dental insurance through the [Alabama State Employee Insurance Board](#).
- Defined retirement benefit (not impacted by economic downturns) and a pre-retirement death benefit through the [Retirement Systems of Alabama](#).
  - After 1 year, the minimum amount of the pre-retirement death benefit paid to your designated beneficiary is at least equal to your current or previous fiscal year annual salary.

#### MINIMUM QUALIFICATIONS

- Master's degree in a human services field.
- 48 months or more experience in providing related services to individuals diagnosed with intellectual/developmental disabilities, mental illness, and/or substance use disorders.

*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

- Develops and implements interventions based on referrals and identifies needs of the patient.
- Communicates pertinent information with treatment teams regarding patient care.



- Completes weekly intervention progress notes for all assigned patients in a timely manner.
- Demonstrates proficiency with navigating the electronic healthcare record system and be capable of presenting information in a timely manner when needed.
- Identifies any areas of concern regarding patient care and safety and follow up with appropriate staff as needed.

### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES**

- Knowledge of psychological principles and techniques.
- Knowledge of current literature in the treatment or habilitation of individuals with developmental disabilities or mental illness.
- Knowledge of and ability to conduct interdisciplinary treatment meetings.
- Knowledge of applicable developmental disabilities or mental illness accreditation/certification standards.
- Ability to work effectively with other staff and outside support agencies.
- Ability to accurately complete records, forms, reports, and other related client/patient documentation.
- Ability to interact effectively with clients, patients, and their families.
- Ability to communicate with others, both orally and in writing, in an appropriate and professional manner.
- Ability to verify relevant client information is ascertained and available for use.
- Ability to manage client and patient file information accurately.

### **METHOD OF SELECTION**

- Applicants will be rated based on an evaluation of their job-related training, abilities, 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.
- **Drug screening and security clearances will be conducted on prospective applicants being given serious consideration for employment whose job requires direct contact with patients.**

[Click Here to Apply Now:](https://laserfiche.alabama.gov/Forms/ADMH-Job-Application)

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**Only work experience detailed on the application will be considered.** Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until a sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required. Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.