



KAY IVEY  
GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
**BRYCE HOSPITAL**  
1651 RUBY TYLER PARKWAY  
TUSCALOOSA, ALABAMA 35404  
205-507-8000  
WWW.MH.ALABAMA.GOV



KIMBERLY G. BOSWELL  
COMMISSIONER

AUDREY MCSHAN  
FACILITY DIRECTOR

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

**JOB TITLE:** Registered Nurse IV  
(Assistant Director of Nursing)

**NUMBER:** 21-04

**JOB CODE:** N5000

**DATE:** March 12, 2021

**JOB LOCATION:** Bryce Hospital  
Tuscaloosa, Alabama

**POSITION NO.:** 8822220

**SALARY RANGE:** 81 (\$58,128.00 - \$88,538.40 Annually)

**MINIMUM QUALIFICATIONS:** Graduation from an accredited school of nursing and six (6) years' experience as a Registered Nurse, including three (3) years' experience in a supervisory capacity, **Or** Bachelor's degree in nursing and five (5) years' experience as a Registered Nurse, including three (3) years' experience in a supervisory or administrative capacity, **Or** Master's Degree in Nursing, including three years' experience in the mental health field.

**NECESSARY SPECIAL REQUIREMENT:** Possession of a current certificate of registration to practice nursing as issued by the Alabama Board of Nursing.

**KIND OF WORK:** Assure consistent implementation of ADMH, Bryce Hospital, and Nursing Service policies and procedures. Direct, assist, and monitor Program Nursing personnel on all three shifts, and conduct communication meetings so that staffing issues and program conditions/expectations are addressed. Participate in developing nursing personnel so that knowledge and skills show competency for the adult population. Monitor and schedule the utilization of available resources so that staffing is effective to provide essential care. Actively participate in hospital and nursing department committees, meetings, and in-services. Communicate pertinent information verbally, and by written reports, so that Nursing Service Administration is kept informed of important aspects of program specific matters. Develop/implement quality improvement monitoring so that program specific needs and problems are identified, and corrective action is taken. Provide supervision, guidance, and appropriate delegation for Program Nursing personnel so that standards of care and practice are met. Monitor Nursing Service personnel responsibilities and results so accurate performance appraisals are made and discipline, if applicable, is administered. Ensure that appraisals are submitted timely. Assume responsibilities and duties of the Director of Nursing in her absence and other duties and responsibilities as determined by the Director of Nursing.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:** Ability to communicate effectively orally and in writing; Knowledge, skills and ability to recognize medical and psychiatric emergencies; Ability to interact with various types of people - patients, peers, subordinates, supervisors, public, etc., in delicate, frustrating or tense situations; Self-controlled sufficiently to act independently, to take charge, to take moderate risks in situations not covered by existing procedure; Ability to provide patient care utilizing nursing process, standards of care and nursing plan of care; Ability to supervise to include the ability to delegate, instruct, discipline, commend, and interview as needed to evaluate staff performance, ensure completion of tasks as scheduled, assign work load, address complaints and orient new employees; Ability to make decisions as needed, evaluate effectiveness of treatment/training program and establish priorities; Ability to operate medical equipment; Ability to provide education to patients; Ability to combine information for various sources to produce new ideas or solutions.

**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 above mentioned. 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.**

**HOW TO APPLY:** Use an official application for Professional Employment (Exempt Classification) which may be obtained from our website at [www.mh.alabama.gov](http://www.mh.alabama.gov). 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.

**DEADLINE:** Until Filled

**EQUAL OPPORTUNITY EMPLOYER**

Click Here to Apply:

<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>