



STATE OF ALABAMA  
 DEPARTMENT OF MENTAL HEALTH  
 TAYLOR HARDIN SECURE MEDICAL FACILITY  
 1301 JACK WARNER PARKWAY NORTHEAST  
 TUSCALOOSA, AL 35404-1060  
 205-462-4500  
 WWW.MH.ALABAMA.GOV



Kay Ivey  
 Governor

Kimberly G. Boswell  
 Commissioner

Daphne Kendrick  
 Facility Director

**EMPLOYMENT OPPORTUNITY**

**JOB TITLE:** Habilitation Treatment Coordinator II      **OPEN DATE:** 04/05/2024  
**CLOSE DATE:** Until Filled

**JOB LOCATION:** Taylor Hardin Secure Medical Facility      **NUMBER:** 24-08  
 Tuscaloosa, Alabama      **JOB CODE:** O3000

**SALARY**

- Range 72 (\$40,459.20 - \$67,658.40 Annually).
- 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 CE’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 Counseling, Psychology, or Social Work.
- 24 months or more in providing related services to individuals diagnosed with intellectual/developmental disabilities, mental illness, or substance use disorders.

**SPECIAL REQUIREMENTS**

- Possession of, or eligibility for, license or certification, if required for the particular discipline.

**KIND OF WORK**

- Participates in care plan meetings and communicates with the treatment team regarding all assigned patients.
- Facilitates active treatment groups each week.



- Educates patients on program rules, expectations, and daily schedules.
- Ensures care plans are accurate, completes assessments, and incorporates results into patient care plans.
- Submits group documentation, and individual services documentation, and must maintain accurate group rosters.
- Participates in Administrator on-call.
- Coordinates and participates in providing special activities for patients.
- Performs other related duties as assigned.

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

- Knowledge of psychological principles and techniques.
- Ability to formulate and develop individualized treatment or program plans.
- Ability to work effectively with other staff and outside support agencies.
- Ability to accurately complete records, forms, reports, and other related patient documentation.
- Ability to interact effectively with patients and their families.

### **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.