

AMENDED RATING AND RANKING INTERNAL TITLE 5 VACANCY ANNOUNCEMENT

Announcement Number:	2004-174	Opening Date:	10-14-2004	Closing Date:	11-04-2004
Position/Position Number:	CREATIVE ARTS THERAPIST, GS-638-11 (#6713) (Temporary Promotion NTE 2Years**)	Organizational Location:	PHYSICAL MEDICINE AND REHABILITATION SERVICE Duty Station: Waco ICF		
Salary Range:	GS-11: \$48,947 - \$63,629 Per Annum (INCLUDES 10.90% LOCALITY COMPARABILITY PAY)	Area of Consideration:	CURRENT PERMANENT EMPLOYEES OF CTVHCS		

Duties and Responsibilities:

****THIS IS A TEMPORARY PROMOTION POSITION, WHICH MAY BE MADE PERMANENT WITHOUT FURTHER COMPETITION.**** The temporary promotion will end on the not to exceed date, may be terminated before the not to exceed date, may be extended or may be made permanent without further recourse to merit promotion procedures. When the temporary promotion is terminated, the employee will be returned to his/her former position or a position for which qualified at the former grade and appropriate step to which the employee would be entitled if the temporary promotion had not taken place. **Hours of work: Irregular Tour involving evenings and weekends.** In addition to the Creative Arts Therapist Treatment Duties in the 638/10 description, the incumbent will coordinate the medical center's involvement in the National Veterans Creative Arts Festival at the local level yearly and serve as a member of the National Committee. Incumbent serves as national music director for the NVCAF, coordinating the efforts of the program director, musicians, veteran performers, and stage and lighting crews. Co-facilitates public relations and promotion of the national event. Coordinates first level national judging of entries in music, dance and drama. Selects a panel of experts to facilitate this key process and makes recommendations to the board. Participates in the final national judging which determines entries to be invited for competition. Keeps complete track of all the technical components required by recording the show, script, and further noting changes as they occur. Is in charge during rehearsals and final dress rehearsals in the performance space, enforcing rules of conduct and safety as needed. Plans rehearsal schedules, makes announcements to the cast as necessary, sets up schedules for production elements such as costume consultations and photo shoots, assists in preparing the rehearsal area to correspond to the performance space, and assures that all performers and crew are present when required. Determines the best course of action during any emergencies of a technical nature. The incumbent's duties while serving on the National Committee as a Co-Stage Show Director are: to participate as a member of the national steering committee, attend all of the teleconference calls relating to the Festival show; refine the overall show format and detail the production concepts for each number; design the lighting, sound, scenery, graphics, and all other parts of the production; write the narration for the Master/Mistress of Ceremonies and produce a comprehensive script combining all of the production aspects of the show; work cooperatively with the music director and national music, dance and drama chairpersons to develop the production numbers.

Qualification Requirements:

Qualifications are derived from the Office of Personnel Management Group Coverage Qualification Standard for Professional and Scientific Positions, available in Human Resources Management Service. **BASIC REQUIREMENTS:** Degree: recreational therapy or in a creative arts therapy field (art therapy, dance therapy, music therapy, or psychodrama); or a major in an appropriate subject-matter field with therapeutic emphasis or concentration. **GS-11:** 3 years of progressively higher-level graduate education leading to a Ph.D. degree or Ph.D. or equivalent doctoral degree **OR** 1 year of specialized experience equivalent to at least a GS-9. **Specialized Experience:** Specialized experience is defined as direct experience in the fields of Therapeutic Recreation or Creative Arts Therapy which has equipped the applicant with the particular knowledge, skills and abilities to perform successfully the duties of the position and that is typically in or related to the position to be filled. **MUST MEET TIME-IN-GRADE REQUIREMENTS OF ONE YEAR AT THE NEXT LOWER LEVEL IN FEDERAL SERVICE.**

Rating and Ranking:

Qualified candidates will be rated and ranked on the following knowledge, skills, and abilities:

- Knowledge of creative arts administration through formal education, training, self-development and experience to effectively administer a creative arts program.
- Ability to assume responsibility and provide direction to others, i.e., such as completion of individual and group projects, reports, studies, etc., for which you have had significant or primary responsibility.
- Initiate and resourcefulness in meeting patient's therapeutic creative arts needs.
- Ability to learn and perform complex new duties and successfully complete training programs as demonstrated by previous assumption and completion of such duties and tasks in work, school and community service.
- Ability to establish and maintain effective written and oral communication with persons within and outside the medical center.

How to apply:

Permanent employees who wish to be considered for this position must obtain necessary forms through the internet address: <http://www.texvet.com/HRMS/forms.htm>. **VA FORM 5-4078 MUST BE RECEIVED IN HRMS, TEMPLE, BY CLOSE OF BUSINESS ON CLOSING DATE OF ANNOUNCEMENT. VA FORMS 5-4676A AND 5-4667B MUST BE RECEIVED WITHIN SEVEN (7) CALENDAR DAYS AFTER THE CLOSING DATE OF ANNOUNCEMENT. It is your responsibility to assure that your Official Personnel Folder (OPF) is current and shows all work experience and credentials prior to the closing date of the announcement.** Applicants at the GS-11 level must meet time-in-grade requirements of one year at the GS-9 level. **Attachments other than those required will be destroyed.** Refer all questions to Robert Rodriguez, Jr., Human Resources Specialist, extension 42873.

NOTE: This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting accommodation will be on a case-to-case basis.

THIS IS A **BARGAINING** UNIT POSITION. CTVHCS IS A SMOKE-FREE ENVIRONMENT.
IF PATIENT NEEDS ARISE, THE INCUMBENT OF THE ABOVE POSITION MAY BE REASSIGNED TO THE TEMPLE FACILITY WITHIN THE CENTRAL TEXAS VETERANS HEALTH CARE SYSTEM.
EQUAL EMPLOYMENT OPPORTUNITY: ACTIONS TO FILL THIS POSITION WILL NOT BE BASED ON DISCRIMINATORY FACTORS, WHICH ARE PROHIBITED BY LAW.