



## Job Description

**Title:** Assistant Athletic Trainer  
**Department:** Athletics  
**Reports To:** Director of Sports Medicine and Drug Education  
**FLSA Status:** Salary Exempt

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### **Characteristics of Job:**

Union Commonwealth University seeks an Assistant Athletic Trainer to provide comprehensive health care for student-athletes in its intercollegiate athletic programs. This is a full-time, 12-month appointment responsible to adhere to the University mission and ensure that policies and procedures are followed in the Sports Medicine facility. A Masters degree is required for this position. The Assistant Athletic Trainer will provide specific coverage for multiple teams as assigned and support the Head Athletic Trainer in the overall operation of the sports medicine program. This will also include providing daily athletic training room coverage for all sports, supervising athletic training students, assisting with processing of athlete insurance claims and performing other administrative duties as assigned. Perform duties as a preceptor for the Union Commonwealth University Athletic Training Education Program.

### **Examples of Duties or Responsibilities:**

- To perform athletic training duties needed to provide coverage for multiple sports teams
- To provide coverage at practices daily
- To provide coverage at home events
- To provide coverage at away events
- To possibly teach classes as adjunct faculty member for additional pay
- To supervise athletic training students
- To provide daily athletic training room coverage for all sports daily in the Athletic Training room
- To provide care to injured athletes by assisting in picking them up and lifting them off floor, table, or playing surface
- To perform administrative duties as needed and assigned
- Employee must be able to lift coolers, assist athletes, and be able to lift objects that may weigh at least seventy-five pounds.
- Weekend and Evening hours required

- Extensive travel required with assigned team with overnight and weekend travel involved
- Weekend and Evening hours required
- Other duties as assigned

**Minimum Requirements:**

Education: A Bachelors degree from an approved athletic training curriculum and a Masters degree.

Knowledge, Skills, and Abilities:

- Education: A Bachelors degree from an approved athletic training curriculum and a Masters degree.
- Experience: No experience required. Entry level position.
- Knowledge, Skills, and Abilities: A general background in athletic training practices and skills. Leadership and responsibility to perform athletic training duties with not much supervision.
- Certifications, Licenses, Registration, etc.: NATABOC certification and Kentucky State License and First Aid/CPR for the professional rescuer.

**Additional Requirements:**

- Background Check Required

**Typical Working Conditions and Unique Physical Requirements:**

- Work is performed in a typical interior office, gymnasium environment, and outside in all conditions and weather
- Noise level is usually moderate
- Visits other off-campus facilities
- Transport students in automobile
- Regularly required to use hands to finger, handle, or feel and talk or hear
- Frequently required to stand; walk and sit
- Occasionally required to reach with hands and arms and stoop, kneel, or crouch
- Frequently lift and/or move up to 75 pounds when transporting team equipment
- Ability to lift 100 pounds which is required in aiding athletes off the court or field
- May require physical effort in climbing stairs
- No or very limited exposure to physical risk

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The statements in this description are intended to describe the general nature and level of work being performed by people assigned to this classification. Examples of duties or responsibilities are not be construed as an exhaustive list describing the duties or responsibilities required of personnel so classified. These examples are also not to be

construed as limiting the appointing authority's ability to add to, or otherwise alter the duties and responsibilities of a position. The use of an individual expression or illustration as to duties or responsibilities shall not be regarded, as excluding assignment of others not mentioned which are of similar kind or quality.

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