



POSITION TITLE: Athletic Trainer Assistant- Part Time

NATURE OF POSITION: The Athletic Trainer Assistant supports the Lead Athletic Trainer in the prevention, assessment, treatment, and rehabilitation of injuries for student-athletes. This role involves assisting with daily operations of the training room, maintaining equipment and records, and helping ensure the health and safety of all athletes.

MINIMUM QUALIFICATIONS:

- High school diploma or equivalent required.
- BLS certification (or willingness to obtain).
- Previous experience in athletic training, sports medicine, or a related field preferred.
- Strong organizational and communication skills.
- Ability to work evenings, weekends as required.
- Physical ability to lift moderate weight and be on feet for extended periods.

RESPONSIBILITIES:

- Support injury prevention programs, including stretching, taping, and bracing.
- Help oversee rehabilitation exercises under the direction of the Lead Athletic Trainer and/or Team Physician.
- Maintain cleanliness and organization of the athletic training facility.
- Monitor inventory and assist in ordering athletic training supplies.
- Ensure proper use and maintenance of all equipment.
- Communicate effectively with athletes, coaches, and healthcare professionals.
- Follow confidentiality and HIPAA guidelines regarding athlete medical information.
- Other duties as assigned.

ORGANIZATION:

- Exhibits enthusiasm, a positive attitude, and professionalism in the workplace.
- Handles personal conflict and works through it at the lowest possible level (first with party/parties involved, then, if necessary, with 3rd party mediation)
- Displays a friendly manner and is easy to approach.
- Maintains a neat, clean, well-groomed appearance and dresses in accordance with the dress code policy.
- Leaves personal problems out of the workplace.
- Treats all co-workers with dignity and respect.
- Abstains from gossip in the workplace.
- Arrives on time and work through designated hours.
- Completes tasks effectively, accurately and on time.
- Demonstrates little or no absenteeism/follows leave guidelines.
- Follows designated line of support.
- Display a willingness and flexibility to respond to unusual job-related demands.
- Manages time well.

- Recognizes and assists others in the work of the department, even though the work may be outside of regular duties.
- Shares equally in the workload of the department.
- Works cooperatively with all team members and departments
- Works independently requesting assistance from supervisor only as needed.
- Abstain from criticizing COFMC, colleagues and supervisors.
- Demonstrates loyalty to COFMC, colleagues and supervisors.
- Demonstrates support of the mission and vision of COFMC
- Accepts and participates in cross training.
- Takes initiative to identify skill development needs.
- Commitment to the mission of COMFC.