

POSITION POSTING

POSITION: Part-Time Athletic Training
REPORTS TO: Head Athletic Trainer
DATE POSTED: February 8, 2018
DATE AVAILABLE: August 1, 2018
REQUISITION NUMBER: 2018428

Summary/Objective: This position is a part-time (less than 30 hours per week), non-benefited, ten-month non-exempt position responsible for providing athletic training services within the University of Findlay Athletics Department. Sport assignments will be determined after hire.

Required Education and Experience:

1. Bachelor's degree required before start of employment.
2. NATABOC certified before start of employment.
3. Candidate must be Ohio State licensed before start of employment.

Preferred Education and Experience:

1. Candidate should possess strong organizational, communication, and interpersonal skills and have the ability to work independently.

Essential Functions:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Provide for the care, prevention, treatment, and rehabilitation of athletic injuries and related problems, as well as oversee general administration of the athletic training facilities.
2. Prepare for and cover practices and games, including JV where applicable.
3. Travel to away contests where applicable.
4. Assess, treat and document injuries of student-athletes.
5. Coordinate medical referral of injured athletes to team physician and other consulting physicians.
6. Maintain a comprehensive athletic training medical filing system including Sportsware, keeping records on health appraisals, injuries and follow up care.
6. Attend athletic training department and athletic department meetings.
7. Maintain communication between coaches and physicians pertaining to athlete care.
8. Perform all other duties deemed appropriate for the position.

Competencies:

1. Technical Capacity.
2. Personal Effectiveness/Credibility.
3. Thoroughness.
4. Collaboration Skills.
5. Communication Proficiency.

Work Environment:

This job operates in a clerical office environment, as well as, working with student athletes as assigned by the head athletic trainer. This role also routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to walk, sit, stand, bend, lift, climb or balance, stoop, kneel, crouch, use hands to finger (handle or feel), reach with hands and arms, and moves continually during working hours. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

The Office of Human Resources will accept complete applicant files for Requisition Number 2018428 until the position is filled. Send UF Employment Application and résumé to: University of Findlay, Office of Human Resources, 1000 N. Main St., Findlay, OH 45840, HR@findlay.edu or fax information to 419-434-5976.

This position will accept applications of both on-campus and off-campus simultaneously.

The University of Findlay is an Equal Opportunity Employer/Affirmative Action Employer
Male/Female/Disabled/Vet.