WESTMONT COLLEGE

Assistant Athletic Trainer 40 hours per week, 10 months per year

Athletics/Kinesiology

Position Summary: Assist the head athletic trainer in providing medical care to student athletes.

Qualifications: Requirements include: BA degree, NATA certification; and a minimum of 2 years collegiate experience. MA and EMT preferred.

Responsibilities:

1. Collaborate with the Head Athletic Trainer, Team Physicians, physical therapists, campus health center, student first responders, Athletic Director, and coaches regarding all aspects of student athlete medical care.
2. Assist with rehabilitation under the supervision of the Head Athletic Trainer and Team Physicians.
3. Cover afternoon and evening practices, games, and Saturday practices and games.
4. Responsible for coverage during fall sports pre-season training, beginning July 20, 2008.
5. Assist in the daily scheduling and education of student staff and in assigning team first responders.
6. Assist with the planning and supervision of pre-participation physicals.
7. Enforce all athletic training room rules and policies and assist with daily training room supervision and administration.
8. Assist with written correspondence to all teams visiting Westmont, notifying them of our location, available supplies, available staff, and the training room emergency phone numbers.
9. Assist with managing inventory and ordering supplies.
10. Attend all staff meetings that do not conflict with training room operation or teaching responsibilities.
11. Assist with issuing of locks and laundry bags to all athletic teams as requested by coaches and coordinate the end-of-year locker room clean out.
12. Expectations for workplace demeanor include but are not limited to: working collaboratively and harmoniously with co-workers, customers and others by sharing ideas and resources willingly, constructively and positively; listening to and objectively and respectfully considering the ideas and perspectives of others; readily admitting and correcting personal mistakes; meeting commitments; keeping your supervisor and others who may be affected informed about work progress; addressing problems willingly and constructively to discover practical and lasting solutions acceptable to all parties; working promptly toward reconciliation and forgiveness during conflict; respecting the diversity of our community in words and deeds.
13. Perform other duties as assigned.

Reports to: Head Athletic Trainer