

Job Posting

Position: Assistant Athletic Trainer
Full Time, 10 months
Anticipated salary range \$36,000-40,000

Reports to: Associate Director of Athletics for Sports Medicine and Administration/Senior Woman Administrator

OCCUPATIONAL SUMMARY AND MISSION IMPACT:

Houghton University provides an academically challenging, Christ-centered education in the liberal arts and sciences to students from diverse traditions and economic backgrounds and equips them to lead and labor as scholar-servants in a changing world. The mission of the Houghton University Athletic Department is to glorify God by educating and developing men and women leaders who compete with excellence, lead by character, and exemplify Jesus Christ in our world.

The Houghton University Athletic Trainers seek to provide medical services, including the prevention, recognition, evaluation, care, and rehabilitation of athletic injuries to the physically active. We aim to serve the athletic population of Houghton University, striving every day to lead and labor as scholar-servants *while glorifying our Lord God*.

ESSENTIAL FUNCTIONS:

- Provide daily injury prevention, on-site evaluation and treatment, and rehabilitation of student-athletes.
- Make appropriate and timely decisions when treating an injured student-athlete.
- Assist with the compilation, input, and organization of daily medical records on SportsWare.
- Assist with scheduling student-athletes with the Team Physician through the Health Center.
- Be on-site for scheduled team practices and home and away games as necessary.
- Assist with the inventory and stocking of all athletic training room supplies and equipment.
- Travel with athletic teams as necessary and as directed by the Head Athletic Trainer.
- Share in the responsibility of maintaining and organizing the athletic training room file system, including medical records and pre-participation paperwork.
- Assist in the organization, administration, and education of athletic training students, including but not limited to:
 - On-Site supervision of athletic training students
 - Preparation of athletic training students for the BOC examination
- Report the status of injured student-athletes to the coaching staff and Associate Director of Athletics for Sports Medicine and Administration/SWA.
- Assist with the scheduling of athletic training students/pre-physical therapy students' athletic training observation hours.
- Complete annual end-of-season athletic training treatment reports for student- athlete's files.
- Determine a student-athlete's ability to practice and/or compete in consultation with the Team Physician(s).
- Maintain certification requirements of the Board of Certification (BOC) and the State of New York.
- Perform additional duties and assist with special projects as assigned.

SUCCESS PROFILE:

Individuals ideally suited for this position will exhibit the following behaviors and competencies:

- Team Player: Ability to collaborate with other members of sports medicine team (Team Physician, Head AT, Assistant AT)
- Communication: Ability to communicate accurately and thoroughly with athletes and coaches.
- Problem solver: Ability to be creative in order to solve problems, using your resources to get the job done

- Responsible: Provides the best care possible to the athletes
- Flexible: Open to change and ability to adjust and work in a changing environment
- Pace: Must be able to work under pressure and multi-task in a fast-paced environment

MINIMUM REQUIREMENTS:

- Bachelor's degree required (Master's preferred)
- Previous athletic training experience preferred
- Certified by the Board of Certification (BOC)
- Licenses to practice Athletic Training in the State of New York
- Current certification in First Aid/CPR/AED
- Personal Christian faith that is reflected in one's professional and personal life.

Houghton University is a Christ-centered, liberal arts and sciences institution of The Wesleyan Church, an evangelical holiness denomination rooted in the teachings of John Wesley. All employees are expected to share a set of values, convictions, and commitments that guide our life together. The University expects that all faculty and staff will respect the University's Vision of our Common Life, Doctrinal Statement, Wesleyan beliefs and core values, and adhere to its lifestyle expectations.

Application Procedure:

To apply please submit the following materials via email to: jobs@houghton.edu.

- (1) Cover Letter
- (2) Resume
- (3) 3 References
- (4) Answers to the following questions:
Please review the following documents:

<https://www.houghton.edu/a-vision-of-our-common-life/>
<https://www.houghton.edu/doctrinal-statement/>
<https://www.wesleyan.org/about/our-beliefs>

1. Please provide a brief description of your journey to personal faith in Jesus Christ and subsequent growth.
2. Please identify the church where you currently attend. In what ways are you currently participating in your local church or fellowship?
3. Are there any areas of Houghton's beliefs or practices that you find challenging or problematic? If yes, please explain.