Sports Medicine Student Assistant

Athletics

Fall 2023-Spring 2024

Duties/Responsibilities:
The Sports Medicine Student Assistant is responsible for assisting the Oxy Athletic Trainers (ATs) with the day-to-day operations of the Sports Medicine Department. In this position the Sports Medicine Student Assistant will:

● Maintain a high level of professionalism with the Sports Medicine staff, student-athletes, coaches, and other Athletics staff.
● Assist with the healthcare of Oxy’s varsity student-athletes participating on 20 NCAA intercollegiate sports teams.
● Provide First-Aid treatment to student-athletes.
● Apply taping, bracing, and padding techniques for student-athletes, as directed by the AT staff.
● Execute the Sports Medicine set-up and break-down procedures for team practices and competitions.
● Assist the AT staff with the medical coverage of team practices and competitions.
● Under the direct supervision of the AT staff, assist with the rendering of student-athlete treatment and rehabilitation plans.
● Assist with the execution of the weekly on-site Physicians’ Clinic.
● Maintain the organization and cleanliness of the Sports Medicine facility.
● Attend and participate in educational in-services.
● Perform office administrative tasks and medical record keeping.
● Maintain the highest level of confidentiality with medical records and information.
● Adhere to the Sports Medicine dress code (attire will be provided).

Qualifications:
● Professional, highly motivated, self-starter, eager to learn, positive attitude, collaborative, excellent communication skills.
● Ability to multi-task and execute duties and responsibilities in a fast-paced and busy environment.
● Ability to positively receive and act upon direct instruction and performance feedback.
● Ability to work proactively and independently.
● A passion for athletics and the professional fields of athletic training, sports medicine, or physical therapy.
- CPR, First Aid, and AED training. *(Can be completed after hire.)*
- Oxy Authorized Driver Procedures. *(Can be completed after hire.)*
- Proficiency in the Google Suite of Applications.
- Ability and flexibility to work a varied schedule including evenings, early mornings, weekends, holidays, and campus breaks.

**Start date:** 09/11/2023

**End date:** 05/11/2023

**Work Schedule:** The work schedule varies depending on the scheduled events of each week. The Sports Medicine Student Assistant must be available to work during later afternoons and evenings on weekdays; during mornings, afternoons, and evenings on weekends; on holidays; and during campus breaks (e.g., fall break, Thanksgiving break, Spring break, etc.).

**Hours Per Week:** 8

**Starting pay rate:** $16.78

**Work Award:** Yes

To apply, please submit student employment application and cover letter to Joe Gonzalez, Assistant Athletic Director for Sports Medicine.