



## **JOB DESCRIPTION: Sports Medicine Student Assistant**

**Name of Position:** Student Worker - Sports Medicine Student Assistant

**Department:** Athletics

**Campus Location:** Stewart Field House – Athletic Training Facility

**Supervisor:** Lock Schnelle, Head Athletic Trainer (620) 229-6070

**Length of Contract:** Semester by Semester

**Pay Rate:** Minimum Wage

**Job Purpose:** The student or students will help on the field/court with the daily routine as well as in the athletic training facility

### **Job Responsibilities:**

- Field setup #1 responsibility
- Assist with daily upkeep of the athletic training room
- Assist with filing, running errands on campus, & making copies
- Other administrative duties or special projects as assigned

### **Qualifications:**

- Athletic Training Students preferred
- Ability to drive a golf cart and lift 75 pounds
- Excellent communication skills and detail oriented
- The ability to handle confidential matters and to be professional
- Ability to work well with others
- Willingness to tackle new projects
- Ability to work 10 hours per week - evenings/weekends/holidays could be a possibility

### **Skill Development Areas:**

- Multitasking
- Thinking outside the box
- Scheduling
- Communications

**Evaluation:** Students are evaluated annually