

OKLAHOMA BAPTIST UNIVERSITY
POSITION DESCRIPTION

Athletic Trainer

Department: Athletics

OBU Mission Statement

OBU transforms lives by equipping students to pursue academic excellence, integrate faith with all areas of knowledge, engage a diverse world, and live worthy of the high calling of God in Christ.

Core Commitments

Oklahoma Baptist University achieves its mission through a shared commitment to the following expectations. All employees are expected to embrace these expectations and to model them in their behavior.

- *Commitment to the essentials of the Christian faith*
- *Commitment to the vision and mission of Oklahoma Baptist University*
- *Commitment to active membership in a local evangelical church*
- *People are treated with dignity and respect*
- *Relationships are built on honesty, integrity, and trust*
- *Excellence is achieved through teamwork, leadership, and a strong work ethic*
- *Efficiency is achieved through wise management of human and financial resources*

Overview

Are you looking for a career with a purpose? Do you want an exciting challenge to contribute to a life transforming experience for students? Oklahoma Baptist University exists to transform lives and you can play a part. At OBU, students learn how all knowledge connects and how that framework can be informed by a thoughtful Christian worldview.

OBU Athletics is looking for an Athletic Trainer who will assist in the coordination of all aspects of the Sports Medicine Program.

Job Role and Responsibilities

- Assist the Director with completing physicals for all participating student-athletes (all student-athletes must have a physical to participate)
- Keep accurate and up to date medical/injury records on all OBU student-athletes
- Submit injury reports/ claim forms for insurance in a timely manner
- Serve as the liaison between the coach, student-athlete, team physician, and (when appropriate) parents regarding student-athletes' injuries, treatments, rehabilitation and return to play
- Be available during the Athletic Training Room operating hours as well as enforce the policies and procedures for the Athletic Training Room
- Be willing to travel as assigned by Director as well as work nights, weekends and some holidays
- Make recommendations to the Director for the Athletic Training Room operating budget annually

- Assist the Head ATC in tracking the inventory of all supplies in the Athletic Training Room
- Coordinate physician and physical therapy visits by OBU student-athletes, including travel to and from appointments when necessary
- Assist the Head Director with the supervision of student athletic trainers
- Be active within the Athletic Training profession
- Abide by rules, regulations and procedures as set forth by Oklahoma Baptist University, the Great American Conference and the NCAA
- Perform other duties as assigned by the Head Athletic Trainer, the Assistant to the Athletics Director, or the Athletics Director

Knowledge, Skills, and Abilities Required

- Advanced knowledge related to athletic training of various intercollegiate sports
- Proficient with Microsoft Office, Fax software, copiers, multi-line phones
- Able to establish and maintain effective working relationships with others
- Able to handle confidential matters with tact and discretion
- Able to exercise good judgment in analyzing situations and making decisions
- Be a clear communicator with exceptional follow-up skills for closing communication loops
- Able to stand for extended periods of time, sit, climb, pull, squat, bend, kneels, reach, and lift 45 lbs. safely
- **Preferred:** Proficient with injury management software

Special Requirements

- Must be an active member of a local evangelical church
- Must be NATA certified
- Must be Oklahoma Licensed or eligible
- Must be willing to travel to away contests as assigned by the Head ATC

Education

- Bachelor's Degree in athletic training or related area required
- Master's Degree in athletic training or related area preferred

Experience

- Experience in the athletic training field, preferably at the collegiate level