



MERCYHURST

UNIVERSITY

501 East 38th Street
Erie, PA 16546

814-824-2000
800-825-1926

mercyhurst.edu

Associate Director of Athletic Training Services

Location: Erie

Department: Athletic Administration

Reports To: Vice President of Student Life

Full/Part Time: Full-time

Classification: Administrative

Closes: *Open Until Filled*

POSITION SUMMARY

In conjunction with the Director of Athletic Training Services develop, coordinate and administer a comprehensive sports medicine program for Mercyhurst University intercollegiate sports and provide professional and administrative services necessary for the implementation and expansion of such a program.

DUTIES AND RESPONSIBILITIES

- Provide sports medicine services for Mercyhurst University, including injury prevention programs, injury evaluations, injury management, injury treatment and rehabilitation, educational programs, and counseling for student-athletes.
- Provide athletic training services for the University's athletic department, including attendance at scheduled team practices and home and away competitions as necessary.
- In conjunction with the Director of Athletic Training Services help form the University's athletic training staff, specifically to include hiring, training, mentoring and supervision of athletic trainers.
- Schedule and coordinate athletic training staff for coverage of all team practices and athletic competitions.
- Coordinate and schedule physical examinations and medical referrals for student-athletes to determine their ability to practice and compete.
- Oversee routine and annual cleaning and sanitization of Athletic Training Facilities.
- Coordinate, schedule, and perform testing with student athletes. To include, but not limited to:
 - Drug Testing
 - Sickle Cell Screening

- Refer injuries to the Student Health Office or cognizant Medical Center unit and interface directly with medical personnel in the treatment of students.
- Compile and maintain injury documentation and statistical records of team injuries for the Athletic Department.
- Perform other related duties incidental to the work described herein.

**The above statements describe the general nature and level of work being performed by individuals assigned to this classification. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so classified.

EDUCATION AND EXPERIENCE

- Bachelor's degree in athletic training from a CAATE accredited program. Master's degree preferred.
- Minimum 3 years professional experience.
- Certified by the Board of Certification.
- Possess a State of Pennsylvania Athletic Training License.
- Familiarity with NCAA Division 1 rules.

APPLICATION PROCESS

Review of applications will begin immediately and continue until the position is filled or until date indicated above. Send cover letter, resume and 3 work-related references to:

Human Resources
Mercyhurst University
501 East 38th Street
Erie, PA 16546
hrinfo@mercyhurst.edu

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Candidates must be currently eligible to work in the United States.