

THE UNIVERSITY OF WYOMING JOB DESCRIPTION

This is a description of a staff position at the University of Wyoming not a job opening announcement. Look for current job openings at the following link: [UW Human Resources](#).

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Title: CERTIFIED ATHLETIC TRAINER

Reports To: Designated Supervisor

UW Job Code: 3018

UW Job Family: 3A – Health/Medical Professional

SOC Code: 29-9091

FLSA: Exempt

Pay Grade: 19

Date: 4-1-08 (revised 6-27-17)

JOB PURPOSE:

Provide assessment, treatment, and rehabilitative care to University of Wyoming students, educate the University community on injury prevention, rehabilitation, wellness, and other health-related issues, and maintain the highest standards of care and integrity.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Provide athletic training services to University of Wyoming students through the University Wellness Center.
- Provide athletic training coverage during University of Wyoming club sporting events.
- Oversee day-to-day operations of athletic training facility, including setting up and breaking down patient modalities, stocking supplies, and monitoring equipment for maintenance.
- Assist in recruiting Athletic Training Graduate Assistants and provide direct teaching and clinical supervision.
- Develop and cultivate contacts with supervising and referring physicians.
- Provide patient and community education in the areas of sports injury prevention and care.
- Complete all training documentation in a timely manner and share with referring and supervising physician.
- Accept additional supervisory/management responsibilities and duties as assigned.
- Maintain confidentiality of athlete injury information.
- Maintain BOC certification.

SUPPLEMENTAL FUNCTIONS:

- Perform miscellaneous job-related duties as assigned.
- Attend and participate in training and other professional development activity.

- Participate in performance-related goal setting and achievement to meet personal and organizational goals and objectives.

COMPETENCIES:

- Integrity
- Safety Awareness
- Service Orientation
- Influence
- Visionary Leadership
- Work Standards

MINIMUM QUALIFICATIONS:

Education: **Bachelor's degree**

Experience: **At least 2 years work-related experience**

Required licensure, certification, registration or other requirements:

- **Certified Athletic Trainer**
- **Current NATA BOC Certification**

KNOWLEDGE, SKILLS, AND ABILITIES:

- Strong verbal and written communication skills.
- Excellent organizational skills.
- Excellent interpersonal skills and commitment to customer service.
- High level of problem-solving skills.
- Ability to work effectively in a culturally diverse environment.
- Knowledge of appropriate, sound, and up-to-date clinical techniques to effectively assess and treat athletic injuries.
- Knowledge of decision-making skills to make treatment assessments based on injury evaluation.
- Knowledge of cardiopulmonary resuscitation (CPR) and emergency procedures.
- Knowledge of contraindications and side effects of prescription and non-prescription medications.
- Knowledge of physiological demand and response to exercise.
- Knowledge of normal biomechanical demands of exercise.
- Knowledge of nutritional demands of an athlete.
- Knowledge of normal anatomical structure and function.
- Knowledge of absorption, dissipation, and transmission of energy of varying materials.
- Training methods and techniques.
- Ability to evaluate therapeutic requirements and fit/modify therapeutic and/or protective equipment.
- Ability to design and implement fitness, nutrition and/or conditioning programs.
- Ability to read, understand, follow, and enforce safety procedures.
- Ability to react calmly and effectively in emergency situations.
- Ability to apply treatment procedures and modalities in accordance with established indications and contraindications.

- Ability to assess athlete status in response to treatment and modify program as appropriate.
- Ability to develop treatment programs in accordance with findings of evaluations and goals established by the injury assessment or by the treating physician.
- Ability to use assigned athletic training equipment safely and efficiently.
- Ability to plan, implement, document, and communicate appropriate rehabilitation strategies to patients and other necessary parties.
- Ability to maintain statistics and injury logs.

WORKING CONDITIONS:

- May be required to work a flexible schedule, including nights, weekends, and holidays.
- May be required to work an on-call schedule.
- Work is normally performed in a typical indoor wellness center/outdoor environment.
- Exposure to mechanical or electrical hazards associated with applicable equipment.
- Physical effort expected to be able to lift more than 100 pounds up to one-third of the time.

Authorized by Classification/Compensation, Human Resources

Employees may be requested to perform job-related tasks other than those specifically presented in this description. Participating in the University's hazardous waste minimization program is part of the job of each employee who uses (or may come in contact with) hazardous materials. Fair Labor Standards Act (exempt/non-exempt) is designated by position. University of Wyoming actively supports Americans with Disabilities Act and will consider reasonable accommodations.