



STUDENT JOB OPPORTUNITY

JOB TITLE: *Student Aide in Athletic Training Facility*

DEPARTMENT: Athletics

CONTACT PERSON/EMAIL/PHONE #: Bridget Spooner, MS, LAT, ATC: Head Athletic Trainer
spoonerb@etown.edu 717-361-1591

TO APPLY: Email Bridget Spooner at the above email for times to interview

STUDENT JOB DESCRIPTION: The student aide in the athletic training facility is responsible for cleaning the athletic training facility, providing ice bags to student athletes, filling and delivering water and ice to practice/competition fields/facilities, re-stock athletic training supplies in facility and in medical kits, and assisting with administrative paperwork and filing.

QUALIFICATIONS:

- Ability to work extended hours as needed.
- Ability to work weekends.
- Ability to preserve confidentiality of information.
- Ability to prioritize multiple tasks in a fast-paced environment.
- Strong organizational skills and attention to detail.
- Ability to work within strict deadlines.
- Good interpersonal skills and desire to be a team player.
- Creative problem-solving skills.
- Exceptional customer service skills.
- Excellent written communication skills.
- Excellent oral communication skills.
- Sense of creativity.
- Familiarity with industry terms and processes.
- Proficient with Microsoft Office (Word, Excel)

PHYSICAL DEMANDS

- Regularly required to remain seated in a normal position for long/extended periods of time.
- Occasionally required to stand for long/extended periods of time.
- Regularly required to move about.
- Regularly required to climb ladders.
- Regularly required to maintain balance while walking, standing, crouching, or running.
- Occasionally required to reach up and out with hands & arms.
- Regularly required to talk and hear; verbally express information or instructions.
- Regularly required to use hands to grasp objects, type, pick up objects, move objects or hold objects.
- Occasionally required to lift up to 25 pounds and carry a distance of 10 feet.
- Occasionally required to push and/or pull up to 50 pounds a distance of 10 feet.

HOURS and/or HOURS PER WEEK REQUIRED: Anywhere from 4 hours to 12 hours a week, afternoons & evenings, as well as weekend shifts available; schedule is adjusted to fit student's schedule

PAY RATE: \$7.75/ Hour

SPECIAL SKILLS NEEDED : Need to be First Aid/CPR/AED Certified; will become golf-cart certified upon hiring; will be educated in blood-borne pathogens and the need for confidentiality (HIPAA).

AA/EOE