



**Middlesex School
Concord, MA**

Part-time Assistant Athletic Trainer

Middlesex School

Located on a 350-acre campus twenty-miles from Boston, Middlesex is a gender inclusive, college-preparatory, boarding secondary school of 410 young people from all over the United States and world. Committed to creating knowledgeable, capable, responsible and moral citizens of the world, Middlesex seeks out and celebrates students from diverse backgrounds; more than 30% of students receive financial aid, and more than 10% are international.

The Opportunity

The Part-time Assistant Athletic Trainer provides athletic trainer coverage for Middlesex School athletic programs. The Part-time Assistant Athletic Trainer will practice within the parameters of the Athletic Trainers Licensing Law as laid out by the Athletic Trainers of Massachusetts, and the Standards of Practice laid out by the National Athletic Trainers Association. The Part-time Assistant Athletic Trainer's duties are based on the needs of the School and its athletic programs, and the duties enumerated in this description should not be considered all inclusive. The Head Athletic Trainer, as necessary, can modify duties at any time.

Specific Responsibilities

The individual holding this role will work for the Head Athletic Trainer to:

- Be present for on-campus events and practices
- Provide first aid and injury assessment for Middlesex School student/athletes
- Provide rehabilitation services for Middlesex School student/athletes
- Provide coverage for on-campus events and practices, as assigned by the Head Athletic Trainer
- Apply indicated injury risk reduction methods to students
- Provide respectful communication, within the limits of confidentiality, on student health matters between coaches, parents and health care providers
- File all necessary reports associated with athletic injuries or incidents in SportsWare
- Assist in maintaining a daily treatment log in SportsWare, the School's record system
- Assist in supplying each team with appropriate medical equipment
- Other duties as assigned

Skills and Knowledge

- Thorough knowledge of professional athletic training principles, methods and procedures; anatomy and physiology applicable to assigned duties; and medical supplies and equipment used in athletic training practice.
- Ability to analyze emergency situations accurately and take prompt action.
- Working knowledge of applicable state and federal laws and regulations pertaining to certified athletic training.
- Ability to use computer-based software including email, computerized maintenance management system, electronic medical record programs, and smart phone/mobile devices, and MS Office.
- Strong interpersonal skills with ability to develop and maintain collegial relationships.
- Excellent communication (written and verbal) skills and the ability to follow directions.
- Respect for diversity of identities and experiences, an orientation toward equity and inclusion, and cultural competency in all aspects of School life.
- Maintain a professional demeanor and restraint at all times, including stressful situations.
- Excellent analytical and problem-solving skills as well as a strong customer focus.
- A strict adherence to confidential policies and Technology guidelines
- Ability to work independently and handle multiple priorities and deadlines simultaneously.
- Willingness and ability to learn additional applications as needed.
- High degree of organizational skills with the ability to be flexible and multi-task with accuracy.

Physical Demands

- Physical demands are in excess of those for sedentary work and will require the ability to remain standing for extended periods of time, go up and down flights of steps, lift and push heavy objects as well as stoop, squat, bend, kneel, crouch, and lift.
- Ability to lift and position a student for treatment.
- Reaching by extending hand(s) or arm(s) in any direction.
- Finger dexterity required to manipulate objects with fingers rather than with whole hand(s) or arm(s), for example using a keyboard.
- Communication skills using the spoken and written word.
- Ability to see with normal parameters.
- Ability to use a visual display terminal with continuous wrist movement on a keyboard.
- Ability to hear within normal range.
- Ability to lift and transport up to 60lbs without assistance.
- Ability to withstand exposure to inclement weather (rain, snow, sleet, freezing temperatures, etc.)
- Ability to administer CPR

To Apply

Middlesex School is committed to the principle of equal employment opportunity and seeks employees who reflect and support our mission-driven commitment to a diverse school community. The school complies with all government regulations regarding non-discriminating employment practices and, beyond that, provides an atmosphere that ensures all have the opportunity to succeed on their own merit, qualifications, and abilities. Middlesex School does not discriminate in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, or any characteristics protected by law. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

To apply, please send a cover letter and a resume to ldarby@mxschool.edu.