Student Athletics Trainer

BMCC Athletics is returning to play after a year hiatus due to COVID-19. BMCC participates as a member of the National Junior College Athletic Association (NJCAA) in Region XV. The Panthers are a member of the community college section of the City University of New York Athletic Conference (CUNYAC). BMCC holds the record for the most CUNY Cups (the annual CUNY award for most successful program) winning 12 out of 26.

Job Responsibilities:
- The Athletic Trainer will report directly to the Director of Athletics and Recreational Services, or designee, and have the following responsibilities but are not limited to:
  - Assists coaches in developing a comprehensive physical training and sports medicine program for all varsity athletic programs including preventive physical care
  - Assist with the coordination of physical examination screenings
  - Coordinate the CUNYAC concussion protocol procedures
  - Manage medical services during practices and competitions throughout the academic year including covering all athletics home events as head athletic trainer, including night and weekend events. Cover practices and away contests as deemed appropriate.
  - Work with the Director as a liaison between the Department and the Team Physician.
  - Ensure the appropriate preparation and maintenance of athletic injury care records and reports as required following all NJCAA, FERPA, HIPPA, and NATA guidelines.
  - Follow and enforce all Institutional, National Junior Collegiate Athletic Association (NJCAA), and City of University of New York Athletic Conference (CUNYAC) medical policies and procedures. including all pandemic related protocols as necessary.
  - Follow the NATA Code of Ethics.
  - Assist the Director with all documentation, including processing insurance claims for all medical bills and expenses for each injury, maintaining up to date records for each student-athlete injury and preparing an annual injury report at the conclusion of each academic year.
  - Meet with Director and coaches as to medical status of players.
  - Perform other job-related duties as assigned

Qualifications:
- Bachelor degree in athletic training or related field, Master's degree preferred
- 3 years previous athletic training experience at the collegiate or high school level, with multiple sports coverage preferred.
- National Athletic Trainers Association (NATA) certification
- -NYS Certification or ability to gain certification within the first year of employment
- Blood Borne Pathogen (BBP) training preferred
- Current and valid First Aid and CPR and AED certifications

Requirements:
- Remain current on all national requirements for certifications and maintaining continuing education of Athletic Trainer certification.
- Proficient in interacting with people of various ages from diverse backgrounds.
- Ability to work independently and on a team and collaborate with multiple offices and constituencies on new programs.
- The ability to respond to injuries and other medical issues in a timely, calm, and professional manner in order to start the appropriate medical response and treatment as quickly as possible.
- Strong interpersonal skills, and the ability to build working relationships with a wide variety of individuals.
- Complete all required university and college trainings.
- Be a dynamic individual who can provide courteous and accurate customer service to all students, visitors, and the campus community.
- Highly organized and detail-oriented.
- Flexible schedule required, including evening and weekends.
- Must have proficiency in Microsoft Office Suite (including MS Outlook, Excel).
- Valid driver's license required.

**This is a part time hourly position.**

Interested candidates should forward a resume and two letters of reference to:

Matthew Ruiz
Director of Athletics and Recreational Services
Borough of Manhattan Community College
E-mail: mruiz@bmcc.cuny.edu

**About BMCC**

Borough of Manhattan Community College (BMCC), located in the heart of downtown NYC, is part of the City University of New York (CUNY) and enrolls almost 23,000 degree-seeking and 10,000 continuing education students a year, awarding associate degrees in more than 50 fields. BMCC ranks #5 among community colleges nationwide in granting associate degrees to minority students, according to data from the U.S. Department of Education. Borough of Manhattan Community College was founded in 1963 and opened in 1964 as a small, primarily business-oriented community college offering programs aimed at the business community. BMCC, is a Hispanic-Serving Institution (HSI) and Minority Serving Institution (MSI), that welcomes students from the New York City area and all over the world. BMCC has students from over 155 countries, who speak over 110 of languages. BMCC has taken the student-centered approach to focus on changing the lives of our students. As a result, the college has been honored as a 2021 Aspen Institute College Excellence Program finalist and a recipient of a generous grant from Mackenzie Scott Foundation. In addition, BMCC has garnered many grants and many award for various student support programs.