
Auburn University Job Description

Job Title: **Assoc AD, Sports Medicine**

Grade AT12 \$100,500 - \$191,000

Job Code: **BA17**

FLSA status: Exempt

Job Family: Athletics

Job Function: Athletics Sports Health & Welfare

Job Summary

Oversees and manages the sports medicine, sport science, and nutrition programs, ensuring the well-being of student-athletes. Supervises and develops Athletic Trainers and oversees the sports nutrition unit. Collaborates with coaches to address healthcare issues, plans medical coverage for events, and manages budgeting and billing.

Essential Functions

1. Supervises, hires, tracks, and ensures development and retention of Athletic Trainers, ensuring their continued certification and professional growth. Makes recommendations and secures equipment to support the execution of meeting student-athlete success. Ensures coverage of athletic training services when needed.
 2. Leads and supervises both sports science and sports nutrition units, ensuring effective administration of sport science practices and nutritional practices in coordination with sport program needs, sports performance, and sports medicine. Oversees the Directors of Sports Science and Sports Nutrition, along with their respective teams, who are responsible for delivering specialized services, education, and managing supplies for assigned sport programs. Conducts sports science and medical audits for review by the team physician to ensure compliance with medical standards and the overall well-being of athletes.
 3. Evaluates and authorizes medical care of student athletes, including budgeting and purchasing necessary medical and emergency care supplies.
 4. Develops, reviews, and updates policies and standards related to emergency medical plans, EMS services, and the availability of emergency equipment. Ensures all medical and training staff are well-informed about emergency protocols and rehabilitation needs of student-athletes.
 5. Manages the implementation of the student athlete drug testing policy, coordinating student and coach training, testing procedures, and communication of results. Monitors penalties for positive drug test results and ensures follow-up care and counseling for affected student-athletes.
 6. Monitors the well-being of student-athletes who require hospitalization, psychological care, or are under the care of physicians. Facilitates support and treatment coordination for student-athletes, addressing various health concerns as needed. Collaborates with Sports Psychologists, Team Physicians, parents, and relevant parties to ensure comprehensive care. Provides transportation assistance for student-athletes requiring treatment or support.
 7. Collaborates with coaches to address medical and healthcare issues while maintaining NCAA guidelines.
 8. Plans and ensures adequate medical coverage for sporting events and practices, prioritizing the safety and well-being of our student-athletes.
 9. Manages budgeting and billing activities, ensuring compliance with government regulations and responsible financial practices.
 10. Monitors weather conditions for practices, games, and camps, and makes decisions to prioritize the safety of student-athletes. Coordinates with teams and administration contacts to address weather-related risks and implements necessary precautions.
 11. Verifies insurance coverage for student-athletes and collaborates with Risk Management to ensure adequate and appropriate coverage is obtained.
 12. Complies with all applicable National Collegiate Athletic Association (NCAA) and Southeastern
-

Auburn University Job Description

Conference (SEC) regulations in the performance of job duties.

Supervisory Responsibility

Supervises others with full supervisory responsibility.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

Auburn University Job Description

Minimum Required Education and Experience

| | <u>Minimum</u> | <u>Focus of Education/Experience</u> |
|--------------------------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Education | Master's Degree | Degree in Athletic Training, Sports Medicine, Health Services Administration, Public Administration, Business Administration or related field |
| Experience (yrs.) | 5 | Experience in sports medicine or health care administration. |

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of insurances, sports nutrition practices, medical practices and protocols, emergency care and rehabilitation, athletic training practices, and NCAA regulations. Excellent communication skills to facilitate effective collaboration between medical staff, coaches, and student-athletes.

Certification or Licensure Requirements

Must be certified by the National Trainers' Association Board and eligible to be licensed in the State of Alabama by the Alabama Board of Athletic Training.

Pre-Employment Screening Requirements

None required.

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Externally imposed deadlines; set and revised beyond one's control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, sitting, reaching, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting more than 100 pounds.

Job occasionally requires climbing or balancing, .

Vision requirements: Ability to see information in print and/or electronically.

Date: 8/3/2023
