



## **Athletic Department Student Assistant**

**Job Title:** Athletic Department Student Assistant

**Hours/week:** Up to 20 hours/week

**Employment Period:** 2024-2025 Fall/Spring/Summer

**Supervisor:** Kenneth Apande

**Department:** Athletics

**Rate of Pay:** Undergraduate \$10 per hour, Graduate: \$12 per hour

**Schedule:** Flexible with student's class schedule

**Location:** On campus – 11929 W. Airport Blvd. Stafford, TX 77477

**Evaluation:** 30-day evaluation

The Student Worker will assist the athletic staff and sports medicine staff in athletic operations and providing care for student-athletes. Responsibilities include assisting with game day set up, game day take down, weight room maintenance, athletic operations, football operations, injury prevention, evaluation, treatment, rehabilitation, and administrative tasks. This position provides hands-on experience in sports, and sports medicine, making it ideal for students pursuing a career in athletics or related fields.

### **Duties and Responsibilities:**

Weight room maintenance. Putting away weights and benches. Cleaning everything with disinfectant.

-Athletics operations

Game Day operations- Setups and takedowns of equipment. Concession stand and admissions

Sports Information- Stats taken for games. Player spotting and cameras

Inventory- Storage room, laundry

Locker room clean-ups

Water bottle clean up, ice bath cleaning

- Assist in providing injury care and management for athletes during training room treatments, practices, games, and training sessions.
- Set up and break down training areas, including taping tables, water stations, and first aid kits.
- Aid in the application of therapeutic modalities (ice, heat, etc.) under the supervision of a licensed/certified athletic trainer.
- Monitor and restock athletic training supplies and equipment.
- Attend team practices, games, and travel to away games when necessary.

### **Minimum Job Requirements:**

- Currently enrolled as a student at North American University.
- Strong organizational and communication skills.
- Ability to work independently and as part of a team.
- Basic understanding of first aid, CPR, and sports medicine (certification preferred but not required).
- Ability to work flexible hours, including evenings and weekends.
- Must be able to lift 30 pounds off the floor and 50 pounds from waist high.

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**Preferred Skills:**

- CPR/First Aid certification (or willing to obtain).
- Lifting items 30 or more pounds

**Work Schedule:**

- Part-time hours based on team schedules.
- Flexible to accommodate academic commitments.

**Benefits:**

- Hands-on experience working with student-athletes.
- Opportunity to gain practical knowledge in athletic training and sports medicine.
- Potential for mentorship and networking with professional staff

**To Apply:**

Email your resume to [kapande@na.edu](mailto:kapande@na.edu) and include your availability to work (Mon-Fri) in your message.