

SPORT MEDICINE SCRIBE VOLUNTEER

UniSport Australia is seeking Sport Medicine Scribes to be a part of the 2021 Nationals – Queensland event delivery team. This is a volunteer opportunity on the Gold Coast. The Sport Medicine Scribes provide support and assistance to the Sports Trainers (and Competition Management team) in the delivery of the Sports Medicine Program.

Your key tasks and responsibilities will involve:

- Assist the Sports Trainer with completing and submitting documentation associated with Sports Medicine services at the venue (e.g. injury report forms, daily event reports)
- Assist in maintaining ice supplies and first aid consumables at the venue
- Assist in directing emergency service vehicles to the venue/incident as appropriate
- Support the Sports Trainer with administrative and ‘non-treatment’ tasks associated with Sports Medicine services at the venue
- Escalate any issues to the Sports Trainer (or Competition Management team as required)
- Liaise with the Sports Trainer Supervisor as required
- Perform and complete other tasks as requested by the Sports Trainer (or Competition Management team as required)

Is this role for you? The Sports Medicine Scribe’s role would suit a person studying Sport Management, Sport Science, Physiotherapy, Nursing or first aid.

We are looking for someone who:

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| <ul style="list-style-type: none"> ✓ Attention to detail ✓ Well-developed customer service and problem-solving skills ✓ Good organizational skills and interpersonal skills ✓ Enthusiastic and motivated approach ✓ Ability to show initiative and exercise sound judgement ✓ Ability to receive and follow directions ✓ Ability to work as part of a team and work individually as required ✓ Uphold UniSport policies and guidelines ✓ Be an unbiased non competitor in the event | <ul style="list-style-type: none"> ✓ Previous experience in sports medicine, general medicine and/or sports events is advantageous ✓ Previous experience as an events volunteer is advantageous ✓ Attend training sessions to ensure that you are familiar with event policies and procedures ✓ Attend each day of the competition ✓ Wear the event uniform as required ✓ Conduct self in a professional manner by being punctual, reliable and neatly groomed at all times |
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Key information:

- This is an event time role requiring availability for Nationals - Queensland (Monday 27 September to Wednesday 29 September 2021)
- Sport Medicine Scribes will need to commit to a minimum of 2 shifts throughout the duration of the event
- A full induction to UniSport, training, uniform and meals when on shift will be provided
- Induction and training will occur within one month prior to the start of Nationals

How to apply:

1. Read the position description in detail to understand what is expected of you
2. Check to ensure you are available for the duration of the event
3. Register via our website: www.unisport.com.au/volunteer