

Athletic Trainer

Purpose Statement

The job of Athletic Trainer is done for the purpose/s of developing, in cooperation with the coaches, players' offseason fitness programs and/or implementing flexibility and strength training sessions to prevent injury and improve players' skills; preparing players for practices and completion; providing supervision of students during all aspects of their participation in sport activities; evaluating medical condition of student athletes; administering first aid and treatment to student athletes; and orienting student athletes, their parents and coaches regarding potential health risks and injury prevention strategies. Individuals in this job classification are assigned to a position at Varsity, JV/Frosh or Junior High level.

This job reports to Assistant Principal for Activities

Essential Functions

- Schedules hours of athletic training room operation, staff coverage of athletic activities and assigned responsibilities for the purpose of ensuring required coverage is available for all practices, and games both home and away.
- Administers first aid and treatment to student athletes for the purpose of meeting their immediate medical and health care needs resulting from their participation in the athletic program.
- Refers injured participants to appropriate medical personnel and/or institutions for the purpose of ensuring that injured party receives follow up treatment.
- Consults with physicians and other medical personnel (e.g. referrals, physical exams, fitting of braces, monitoring individual rehabilitation plans, etc.) for the purpose of determining and monitoring the appropriate course of treatment for injured students.
- Evaluates conditions that cause athletic injury (e.g. facility and playing field hazards, inadequate equipment, injury trends, etc.) for the purpose of making modifications and/or recommendation that could reduce the risk of injuries.
- Evaluates the medical condition of the student athletes for the purpose of recommending precautions for individual students and/or clearance for their participation.
- Evaluates new equipment and/or treatment methods for the purpose of minimizing the frequency of injuries and duration of time prior being medically cleared for participation in sport.
- Maintains treatment area and related equipment during athletic events for the purpose of ensuring the ability to respond to injuries and/or equipment needs that may occur during events.
- Maintains athletic injury, treatment and health records for the purpose of ensuring accurate and thorough reference trail and/or processing injury reports in compliance with District requirements and providing appropriate records (physicals, treatments, emergency information, etc.) to coaches.
- Maintains inventory of supplies (e.g. ordering, securing, stocking, etc.) for the purpose of ensuring the availability of all sports medicine modalities and supplies for the use during the preseason, regular season and postseason.
- Orients coaches, student athletes and their parents regarding potential health risks of participation in athletics for the purpose of implementation of preventive strategies.
- Prepares players for practices and competition (e.g. exercising, preventative taping, bandaging, and overseeing warm-up and flexibility exercise, etc.).
- Processes a variety of documents relating to injuries (e.g. accident/injury reports, records of treatment, etc.) for the purpose of communicating and documenting information in accordance with established guidelines.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.
- Attends a variety of meetings, workshops, conferences, etc. for the purpose of receiving and conveying information related to their role.

- Provides training to District personnel in First Aid and Blood Borne Pathogens for the purpose of having athletic staff and volunteers meet required certificate and re-certification requirements.
- Supervises student trainers for the purpose of evaluating their performance and/or ensuring the appropriateness of their actions.

Job Requirements: Minimum Qualifications

Skills, Knowledge, and Abilities

SKILLS are required to perform multiple, highly complex, technical tasks with a need to occasionally upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; administering first aid; applying pertinent laws, codes, policies, and/or regulations; and organizing and communicating information and concepts.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percent, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: equipment used in activity/program; injury prevention and appropriate treatment protocols; pertinent laws, codes, policies, and/or regulation; public relations protocols; relevant professional practices; and safety practices and procedures.

ABILITY is required to schedule activities, meetings, and/or events; often gather, collate, and/or classify data; and consider a variety of factors when using the equipment. Flexibility is required to independently work with others in a wide variety of circumstances; work with data utilizing defined but different processes, and operate equipment using standardized methods. Ability is also required to work with a significant diversity of individuals and/or groups; work with data of varied types and/or purposes, and utilize a variety of types of job-related equipment. Independent problem solving is required to analyze issues and create action plans. Problem-solving with data requires analysis based on organizational objectives, and problem-solving with equipment is significant. Specific ability based on competencies required to satisfactorily perform the functions of the job include: communicating with persons of varied educational and cultural backgrounds; communicating empathetically with injured student athletes and their parents; dealing with frequent interruptions; exhibiting strong leadership; maintaining confidentiality; meeting deadlines and schedules; providing a firm, fair, and consistent discipline approach; setting priorities; traveling to off-campus athletic events, and working extended hours that may include evenings and/or weekends.

Responsibility

Responsibilities include: working under limited supervision using standardized practices and/or methods; directing other persons within a small work unit; tracking budget expenditures. Utilization of resources from other work units is often required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Work Environment

The usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing, and/or pulling, some climbing and balancing, some stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity. Generally, the job requires 10% sitting, 45% walking, and 45% standing. The job is performed under some temperature extremes and under conditions with exposure to the risk of injury and/or illness.

Experience: Job-related experience within a specialized field with increasing levels of responsibility is required.

Education: Bachelor degree in the job-related area.

Certifications: Certified Athletic Trainer

FLSA Status: Exempt

Clearances: Criminal Justice Fingerprint/Background Clearance