

HIGH SCHOOL CERTIFIED ATHLETIC TRAINER SAMPLE JOB DESCRIPTION

JOB SUMMARY

Under general direction, provide preventive and rehabilitative services and treatment to student athletes engaged in a variety of high school sports in collaboration with coaching staff and in accordance with instructions from authorized physicians; attend athletic practices, home games and specified away games; fit protective gear and equipment prior to practices and games; prepare and maintain a variety of records and files related to assigned activities; perform related duties as assigned.

EXAMPLES OF DUTIES

- Responsible for the organization and implementation of athletic training programs and activities including prevention, treatment, and rehabilitation of student athlete injuries, assure compliance with applicable laws, codes, rules, and regulations.
- Provide preventive and rehabilitative services and treatment to student athletes engaged in a variety of high school sports in collaboration with coaching staff and accordance with medical protocols and instructions from authorized physicians.
- Attend athletic practices, home games and specified away games; inspect facilities, fields, and equipment for safety hazards; eliminate or report hazards to appropriate personnel.
- Perform assessments of athletes to identify impairments, functional limitations, severity of conditions, and disabilities resulting from injuries or illnesses incurred during athletic participation and determine appropriate treatment plans and when consultation with other health care providers is necessary, makes referrals as necessary.
- Arrange for injured athletes to be accompanied or monitored when leaving sporting events and practices; discuss treatments and follow-up evaluations with parents/guardians; provide take-home information as appropriate.
- Design and implement individualized rehabilitation programs; recommend and fit braces, splints, and other assistive devices to facilitate recovery; document progression and discuss rehabilitation plans and results with physicians, coaches, and parents/guardians in accordance with established protocols.
- Provide guidance to students regarding return-to-play protocols; certify medical eligibility of students to return to full or partial participation in the athletic program in accordance with return-to-play guidelines and protocols.
- Develop and implement injury prevention programs in and out of-season; advise coaching staff and students regarding the care and prevention of athletic injuries including proper nutrition and diet, conditioning programs, and warm-up exercises.
- Assist in the planning of and participate in health screenings and physical examinations for student athletes; conduct annual preseason baseline concussion screening for student athletes in contact sports utilizing approved diagnostic tools.
- Prepare and maintain records in compliance with policies and state laws on all injuries and treatments administered; maintain records of physician's diagnosis, treatment, physical examination reports, medical history forms, accident reports, injury management reports, and insurance forms; provide reports to coaches on injuries, medical reports, and status of athletes under treatment as required.
- Maintain orderly, sanitary, and safe athletic training facilities; conduct regular inventory and order supplies and equipment in accordance with established procedures; assist in the development of budgets related to athletic training supplies and equipment.
- Organize and arrange for the transportation of athletic equipment and supplies for select away sporting events.

- Operate a variety of athletic, therapeutic and exercise gear and equipment; assure gear and equipment is maintained in a safe and serviceable condition; clean equipment and arrange for repairs as needed.
- Operate a variety of office equipment including a computer and assigned software; drive a personal vehicle to conduct work.
- Educate coaching staff, parents, and athletes on the importance of acclimatization, fluid/electrolyte balance, and nutrition in the prevention of illness and injuries.
- Supervise high school sports medicine students and college interns from Athletic Training Education Programs (ATEP) as necessary.
- Provide medical services to visiting team members as needed.
- Assist in development, reviewing, revising, and implementing the school Emergency Action Plan (EAP) regarding athletic events.
- Perform related duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Methods, practices, and procedures used in athletic training activities to include conditioning, injury prevention, injury assessment and rehabilitation.
- Principles and techniques of therapeutic treatments including exercise, protective gear, taping, wrapping, and bandaging.
- Principles and practices of physical fitness training, exercise, and proper nutrition.
- Symptoms of athletic injuries and assessment techniques.
- Concussion recognition and evaluation assessment tools and protocols.
- Athletic, therapeutic and exercise gear and equipment.
- Board of Certification (BOC) Standards of Professional Practice. Applicable laws, codes, rules, and regulations related to assigned activities.
- General principles of adolescent behavior and development.
- Interpersonal skills using tact, patience, and courtesy.
- First aid and CPR procedures.
- Universal hygiene precautions used in patient care.
- Operation of a variety of office equipment including a computer and assigned software.
- Oral and written communication skills.
- Principles and practices of training and providing work direction and guidance to others.
- Research methods and report writing techniques.
- Record-keeping and filing techniques.

Ability to:

- Provide preventive and rehabilitative athletic training services and treatment to student athletes.
- Perform clinical and sideline evaluations of athletic injuries and render immediate care.
- Assess injuries, respond calmly, and exercise sound judgement in stressful situations.
- Understand and follow medical instructions as issued by physicians.
- Develop and implement injury treatment programs independently and in consultation with physicians.
- Operate a wide variety of athletic, therapeutic and exercise gear and equipment.
- Fit protective gear and equipment.
- Prepare and maintain accurate and concise evaluations and treatment records and files.
- Understand adolescent behavior and be a positive role model to adolescents.
- Demonstrate understanding and patience toward students.

- Demonstrate empathetic listening and interpersonal skills with individuals from varying cultural and socioeconomic backgrounds.
- Maintain confidentiality of sensitive and privileged information.
- Understand and work within scope of authority.
- Establish and maintain cooperative and effective working relationships with others.
- Communicate effectively both orally and in writing.
- Train and provide work direction and guidance to others.
- Work independently with little direction.
- Plan, prioritize, and organize work.
- Maintain current knowledge of advances in the field.
- Operate a variety of office equipment including a computer and assigned software.

EDUCATION AND TRAINING

Must possess a valid Athletic Trainer Certified (ATC®) credential issued by the National Athletic Trainers' Association Board of Certification (NATA BOC) at the time of application and maintain certification throughout employment in this classification.

WORKING ENVIRONMENT

- Indoor and outdoor environment.
- School athletic facilities and sporting events.
- Seasonal heat and cold or adverse weather conditions.
- Driving a vehicle to conduct work.
- Potential for contact with bloodborne pathogens and communicable diseases.
- May work irregular schedules such as evenings and weekends.

PHYSICAL DEMANDS

- Dexterity of hands and fingers to operate athletic training equipment and treat injuries.
- Hearing and speaking to exchange information.
- Standing or walking for extended periods of time and occasional running.
- Walking over rough or uneven surfaces.
- Seeing to read a variety of materials and evaluate injuries.
- Bending at the waist, kneeling, squatting, stooping, or crouching.
- Reaching overhead, above the shoulders, and horizontally.
- Lifting, carrying, pushing, or pulling heavy objects weighing up to approximately 50 pounds, and moving non-ambulatory students with assistance.