

JOB DESCRIPTION

ATHLETIC TRAINER

PROGRAM:

Establish an effective athletic training program for high school and middle school interscholastic athletics, including athletic conditioning, athletic injury prevention and treatment, injury rehabilitation procedures under the direction of, and in consultation with, the team physician.

QUALIFICATIONS:

1. School Athletic Trainer Certificate issued by the State of New Jersey Department of Education
2. Certification by the National Athletic Trainer's Association and licensed with the State of New Jersey Board of Medical Examiners.
3. Ability to administer physical therapy to rehabilitating injured athletes as prescribed by a medical doctor.
4. Ability to plan thorough businesslike procedures with a demonstrated interest in applying them to the training room.
5. Possess personal qualities necessary to develop good rapport with professional and non-professional staff members, coaches, school physician, athletes and parents.
6. Possess good communication skills necessary to develop a dialogue with athletes, parents, coaches and physicians.

REPORTS TO: Principal and Athletic Director

PERFORMANCE RESPONSIBILITIES:

Duties and responsibilities shall include, but not be limited to, the following:

ORGANIZATION AND ADMINISTRATION:

1. Oversee the entire sports medicine program for all athletes
2. Attend pre-season on-site football camp; attend all home athletic contests and away varsity football games
3. Establish specific hours on a daily basis when any athlete in need of the trainer's services would be able to receive proper treatment (this shall include the vacation and holiday periods)
4. Assume complete responsibility for the training room, develop policies and procedures for use of the training room
5. Assess and treat injuries using a wide variety of modalities
6. Apply specific and appropriate taping, protective devices and braces to the athletes and supervise doctor prescribed rehabilitation

7. Maintain a record of all injuries and treatment
8. Work with the school nurse to ensure that all athletes have had physicals prior to the first practice of the season
9. Maintain a daily inventory of all medical supplies, first aid kits and training equipment
10. Develop a budget for the purchase of supplies and equipment
11. Coordinate all reports of injuries for insurance purposes

EDUCATION AND COUNSELING

- Serve as a resource person for the coaching staff for the planning of conditioning and nutritional programs
- Conduct an annual workshop for all coaches in the prevention, identification and treatment of injuries
- Consult with athletes, parents and physicians about particular student injuries and individual rehabilitation programs
- Keep abreast of current trends and training techniques by attending workshops
- Serve as a liaison to professional medical community regarding rehabilitation of athletes

DUTIES OF THE ATHLETIC TRAINER

1. Works in conjunction with the school doctor at varsity football games and with all varsity, sub varsity and middle school programs.
2. Operates all training modalities for the rehabilitation of injured players
3. Is in the training room or available via walkie-talkie, beeper or cell phone to all athletes and coaches during practice sessions
4. Attends all home athletic contests...if there is more than one home athletic contest on any given day-the trainer will be at the high school field for Varsity sports football, soccer, baseball, softball ect.l and available via beeper, cell phone or walkie-talkie for any other home athletic contests
5. Attends all County and State playoff games
6. Make sure a water jug and cups are set up for all visiting teams
7. In case of a serious accident or injury on the field or in the gym, the trainer shall administer first aid immediately and then contact family, who will assume responsibility thereafter
8. Coordinates all injuries for insurance purposes with school nurse and maintains accurate records of training modalities performed
9. Maintains complete first aid kits for all sports
10. Responsible for supervision, cleanliness and upkeep of the training room facility
11. The trainer, with the Athletic Director, will prepare the training budget to purchase supplies and equipment each year...the trainer will recommend various items, brands and types of equipment and supplies for purchase

12. The trainer should keep abreast of all new methods of preventing and treating athletic injuries by means of publications, videos, clinics, workshops, etc.
13. Work with the Athletic Director on a daily basis to ensure coordination of events
14. Attend all parent/athlete/coach meetings to discuss the role of the trainer
15. Perform other such duties in his/her area of responsibility as needed

WORK SCHEDULE

- 10 month contract beginning in August and ending in June
- Fall and Spring, the trainer reports to school at 11:00 AM and remains until the last student athlete leaves from practices and/or games
- Winter, the trainer reports to school at 11:00 AM and remains until the last student athlete leaves from practices and/or games