



JOB DESCRIPTION

Job title: Athletic Trainer – Certified (High School)
Department: Athletic Trainers
Reports to: Athletic Training Supervisor
Date created: 1/18/2017
Created by: Lynn M. Rigney
Date approved: 4/12/2017
Approved by: Cindy O’Neal
Date updated/revised: 8/29/2018
Updated/revised by: Sonja Donohue/Cindy O’Neal

SUMMARY:

Coordinate the sports medicine coverage at assigned high school for athletic practices and events as contracted by The Center Foundation. Provide "Athletic Training Services" to student athletes under the direction of the team physician or by written referral from a physician, and in accordance with state athletic trainer laws. May assist with Center Foundation events and in The Center cast room.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The essential duties include, but are not limited to, the following:

- Provide evaluation, treatment, prevention, and rehabilitation of athletic injuries.
- Maintain appropriate general treatment orders to be reviewed annually and approved by team physician/athletic training supervisor.
- Provide AT services for all home athletic contests and away varsity football games.
- Act as liaison between family physicians and specialists, the AD, athletes and their parents.
- Maintain accurate records of injuries, treatments.
- Develop and maintain a budget for the athletic training program at assigned school.
- Provide the coaches and AD with a list of athletes medically eligible to compete.
- Maintain an appropriate inventory of medical supplies and equipment.
- Provide ImPACT concussion management program services for required sports.
- Assist with The Center Foundation events and programs and act as a representative with the community.
- Follow all HIPAA and OSAA regulations and guidelines.
- May assist in The Center cast room with the application and removal of casts/splints, fitting of Durable Medical Equipment (DME), and assisting with minor surgical procedures using aseptic technique.
- Direct patients in home rehabilitation exercise programs.

COMPETENCIES:

Core Competency	Definitions
Attention to detail	Thoroughness in completing a task.
Communication proficiency (oral and written)	Effectively expresses ideas.
Professionalism	Recognizes the effects of words, actions, appearance, and mode of behavior on others, and chooses those that will have a positive impact.
Reliability	Regular attendance, follows through on assignments, fulfills commitments.

Technical expertise	Applies extensive or in-depth specialized knowledge, skills, and judgement to accomplish one's job.
Discernment/ judgement	Makes decisions authoritatively and wisely, after adequately contemplating various courses of action.
Drive for results	Shows a passion for improving the delivery of services with a commitment to continuous improvement.
Conflict management	Brings conflicts into the open and attempts to manage them collaboratively. Maintains composure and professionalism during conflict.
Initiative	Does things no one has requested that will improve services. Creates opportunities or minimizes potential problems by anticipating and preparing.

SUPERVISORY RESPONSIBILITIES:

Supervision: None.

QUALIFICATIONS:

Required	Preferred	Knowledge, Skill, Ability
X		High school diploma or GED certificate
X		Bachelor's degree in a health related field
X		Certificate, license: current NATA certification, current CPR certification.
	X	Other degree, certificate, license: Master's degree in related field or Certified Strength Coach Specialist
	X	Strong basic computer skills (such as Word, Excel, email, internet search, etc) and ability to quickly learn new applications
X		Strong verbal and written communication skills
X		Excellent problem solving skills and analytical thinking
X		Ability to work well in a team
X		Ability to work well independently
X		Strong patient-relationship development skills
X		Strong organizational skills with emphasis on treating and tracking injuries
X		Professional demeanor and recognition of privacy considerations for patients and families
X		Cooperative work attitude toward co-workers, management, patients, physicians, and visitors
X		Regular attendance
X		Working knowledge of medical terminology and accepted abbreviations
X		One or more years in a position involving patient contact
	X	Two or more years of related work experience
X		Ability to work in a fast-paced environment
X		Must be able to wear appropriate Personal Protective Equipment (PPE) required to perform the job safely

WORK ENVIRONMENT:

This job operates in a professional medical clinic environment and in a high school athletic department environment. Some duties may take place outside in all types of weather. This role routinely uses standard office equipment such as computers, phones, photocopiers, and filing cabinets. Other equipment routinely used includes, but is not limited to: Autoclave, Tourniquet, C-Arm, Cast Saw, Bi-Polar Cautery, Hoyer Lift.

PHYSICAL DEMANDS:

Continually (75% of the time or more)	Frequently (about 50% of the time)	Occasionally (about 25% of the time)	Rarely (about 10% of the time or less)	Physical Demand
	X			Standing
X				Walking
		X		Keyboard use
X				Use of clear audible speaking voice
X				Ability to hear normal speech level
		X		Ability to hear whispered speech level
		X		Lifting/carrying/pushing/pulling 1-25 pounds
		X		Lifting/carrying/pushing/pulling 25-50 pounds
		X		Sitting/bending
		X		Stooping/kneeling/crouching
			X	Climbing ladder/step-stool
			X	Reaching overhead
		X		Grasping/squeezing
			X	Climbing stairs

TRAVEL:

May include daily travel to various local high schools and other local sporting events. Occasional travel may be required to other off-site locations and/or local training seminars or conferences.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.