AUSTIN ISD
JOB DESCRIPTION

JOB TITLE:	**ATHLETIC TRAINER**			PAY GRADE:	**PRF 4**
JOB CODE:		FLSA STATUS:	**EXEMPT**	DATE REVISED:	**11/18/2024 HC**
DUTY DAYS:	**202**	LEGACY JOB CODE:			
FUNDING SOURCE:	**THIS POSITION IS LOCALLY FUNDED.**				

AUSTIN ISD EQUITY STATEMENT:

Austin ISD is committed to developing shared definitions and expectations of equity across our District that are consistent with our Board priorities. The board adapted definition of equity from the National Equity Project will guide our transformational work.

Educational equity means that each child receives what they need to develop to their full academic and social potential. Working towards educational equity involves:

- *Ensuring equally high outcomes for all participants in our educational system; removing the predictability of success or failures that currently correlates with any social or cultural factor;*
- ~~*Interrupting*~~ *Disrupting inequitable practices, examining biases, and creating inclusive multicultural school environments for adults and children; and*
- *Discovering and cultivating the unique gifts, talents, and interests that every human possesses. https://nationalequityproject.org/*

-Austin ISD Board President, February 2019

MINIMUM QUALIFICATIONS:

A four-year degree, a license from the State of Texas as an Athletic Trainer, and instructor certification in CPR and first aid is required. A national trainer's certification, teaching certificate, sports medicine I and II instructor certification, and five (5) years of experience in athletic training at the high school level is preferred.

SKILL REQUIREMENTS:

This position requires knowledge of all sporting events, anatomy/physiology/kinesiology, characteristics of various injuries, nutrition, first aid, CPR, AED, and current injury prevention and rehabilitation techniques.

JOB PURPOSE AND RESPONSIBILITY:

This position is responsible for the prevention, treatment, and rehabilitation of athletic injuries, as well as documentation of injuries and care provided to student athletes, insurance information, and physical exams. Incumbent must be able to use the knowledge described in skill requirements and apply it to the daily work situations in evaluating injuries, determining proper care and rehabilitation, and discussing injuries with athletes, parents, coaches, and physicians. Judgment is used by incumbent in determining type and extent of injury, need for further outside assistance, type, and extent of rehabilitation necessary, and ability and timing of student athlete to return to sport. Incumbent must have the ability to communicate with all parties to ensure proper understanding of severity of injury, intended care and rehabilitation, and anticipated recovery period. Errors may result in misdiagnosed injury severity and improper level or type of care. Incumbent will also be responsible for ensuring all athletic personnel have first aid, CPR, and AED certification as well as state mandated concussion training.

ESSENTIAL FUNCTIONS:

- Provide care for injuries that result from athletic activity, including observation and evaluation of injury and application of first aid techniques.
- Provide preventative treatment to student athletes prior to athletic events.
- Provide rehabilitation care to student athletes after sustaining injuries; utilize various techniques to promote healing and quick recovery.
- Attend all student athletic practices and assigned events in order to be present if injury occurs.
- Meet with physicians, students, parents, and coaches to discuss such topics as injuries that have occurred, the need for rehabilitation, and injury prevention.
- Provide information to student athletes and coaches on training techniques and nutrition.
- Certified instructor of CPR, AED, and First Aid. Will provide training in CPR, AED, and First Aid for all athletic staff at respective campus.
- Maintain records of injuries sustained and care provided, handle insurance claim information and filing.
- Obtain and organize all athletic physicals. Enter information in Rank One and file in locking cabinet.
- Facilitate administration of baseline computerized concussion testing.
- Order and monitor supplies and equipment for training room.
- Ensure that safety inspections of football equipment are performed by staff on a weekly basis.
- Serve in a consultative capacity regarding athletic equipment.
- Supervise and direct a student athletic trainer program.
- Provide an exceptional customer experience for all AISD stakeholders with intentional and professional practices that promote a culture of respect and focus on achieving equitable outcomes.

OTHER DUTIES AS ASSIGNED:

Perform other related duties as assigned; however, all employees are expected to comply with lawful directives in rare situations driven by need where a team effort is required.

PHYSICAL EFFORT AND WORK ENVIRONMENT:

Incumbent spends approximately half of time in an office environment and half at athletic practices and events. Incumbent spends a portion of time at certain athletic events exposed to both the outside environment and elements, as well as indoor elements. Provision of care and rehabilitation involves handling, moving, and lifting of athletes and equipment. Travel to athletic events is required. Services are provided within general professional guidelines. This position may involve routine exposure to blood or body fluids. Regular attendance is required for this position.

PERSONAL WORK RELATIONSHIPS:

Incumbent reports directly to the appropriate supervisor of the department. Incumbent is accountable to respective campus administrator. Incumbent works with a high degree of independence during day-to-day activities and at athletic events in evaluating injuries, providing treatment and rehabilitation, and providing preventative care. Incumbent receives assignment of which events to cover, and instruction and interpretation of Austin ISD policies. This position interacts with student athletes, student trainers, parents, families, coaches, school administrators, and physicians in caring for and discussing injuries.

- **WORK SCHEDULE**
  Trainers work schedules will begin fifteen days prior to the first day teachers report and end the same as the teacher work schedule. Trainers are to be at school and on duty no later than the start of the first athletic practice or period. Trainers will be available during all athletic periods. The trainers are also required to be in attendance at activities which occur before and after school hours and on Saturdays. The trainer will be responsible for setting a schedule and making sure the athletic coordinator is aware of and satisfied with the schedule.

- **CPR AND FIRST AID CERTIFICATION**
  All trainers will obtain and maintain current instructor certification in both first aid and CPR from the American Heart Association. Each trainer is required to teach four classes every two years to maintain their certification. All paperwork will be completed and turned in to the athletic office no later than one week after the class occurs. The correct paperwork must be used and filled out completely and accurately. All supplies will be maintained and kept in working condition. Trainers will be responsible for maintaining test security and following all guidelines with regard to course protocol. The trainer at each high school will be responsible for ensuring that all athletic staff at their respective campus have current certification in first aid and CPR.

- **SCHEDULING**
  Event coverage will be coordinated through the athletic office. Trainers will be present at all varsity football games-home and away. Trainers will be permitted to request four nights off per school year where athletics provides contract trainer coverage. Trainers requesting certain nights off will send their request to the athletic office no later than one week in advance. Requests in excess of the four nights will be evaluated by the coordinator and athletic office before being granted. When a conflict arises with the schedule, please notify the athletic office as soon as possible. When a trainer is to be absent during the school day, they must notify the Athletic office, school athletic coordinator, and fill out the appropriate absence from duty form with the main office.

- **GAME PROCEDURE**
  Trainers should report to assigned contests early enough to perform taping and other duties necessary to get the team on the field. This means arriving no later than thirty minutes before the game starts. Trainers should stand in a position visible to both teams so that he/she may be found easily in case of an injury. Trainers will service both teams equally without regard to home team, visitor, or sex. Trainers will remain at the site until the game has been completed and after speaking with both coaches to ensure that no athlete requires care.

- **ATTIRE**
  Trainers must dress professionally at practice and at contests. Trainers represent AISD and the school they are assigned and should dress accordingly.

- **INJURY DATA**
  Each trainer is required to enter their school's injury reports into the computer. All injuries causing an athlete to miss practice and/or games should be recorded. At the end of the year, the data will be collected and tabulated, evaluated, and reported to the athletic office.

- **INVENTORY**
  It is the responsibility of the trainer of each school to keep an inventory of all training equipment and supplies. This report is to be completed on the furnished forms and given to the athletic office at the end of the first semester. The trainer will not be permitted to order additional supplies until this inventory is complete.

- **MEETINGS**
  There will be a District trainer meeting when necessary. They will be scheduled in advance and will start at 10:00 am on the designated day. Attendance at these meetings is required unless the athletic coordinator and athletic director have approved the absence.

- **MODALITY GUIDELINES**
  Modalities are for the use of a licensed professional only. Under no circumstances are any modalities except ice to be used without the trainer's direct supervision. No athletes or coaches are to administer modalities. All modalities are to be kept secure and in working condition.

a

- **SANITATION**
  All athletic training equipment is to be kept clean and sanitized. Water bottles and coolers are to be sanitized a minimum of once every week. Training rooms are to be neat and orderly and properly cleaned. Sanitizing systems have been provided to every school and are to be used appropriately.

The Austin Independent School District, as an equal opportunity educational provider and employer, does not discriminate on the basis of race, color, ethnicity, religion, national origin, gender, disability, sexual orientation, genetic information, gender identity, or gender expression or any other basis protected by law in educational programs or activities that it operates or in employment decisions.

I have read & acknowledge the job description above.

Employee Signature:		**Date:**	