

JOB DESCRIPTION

Niles Township High School District 219

Athletic Trainer - Medical and Equipment Manager

Purpose Statement

The job of Athletic Trainer - Medical is done for the purpose/s of preparing players for practices and competition; providing supervision of athletes during all aspects of their participation in sport activities; evaluating medical conditions of student athletes; administering first aid and treatment to student athletes; and orienting student athletes, their parents and coaches regarding potential health risks, rehabilitation of injuries; and injury prevention strategies.

This job reports to the Athletic Director.

Essential Functions

- Administers baseline concussion testing to student athletes.
- Administers first aid and assistance for the purpose of providing appropriate care for students as assigned.
- Assists with sporting events during evening hours adhering to the mandatory 40 hour work week for the purpose of ensuring all sporting events are safe and accurate.
- Assists coaches and officials during athletic events for the purpose of responding to equipment and/or medical needs of student athletes.
- Consults with physicians and other medical personnel with parental consent for the purpose of developing course of treatment for injured students.
- Develops a variety of programs in cooperation with coaches for the purpose of monitoring student's health and preventing injury to students.
- Evaluates facility and playing field for potential hazards, inadequate equipment, etc. for the purpose of implementing modifications or recommendations that would reduce the risk of injuries.
- Maintains student treatment and health records for the purpose of communicating and documenting information in accordance with established guidelines.
- Manages equipment for the purpose of maintaining the availability of inventory and receives and creates inventory for all newly purchased equipment.
- Manages repairs of equipment, brings to repair shop those items outside the scope of his/her expertise, washes and folds uniforms, receives and checks in all equipment returned by staff and athletes at the end of the season.
- Orients student athletes, parents, coaches, etc. regarding potential health risk of athletic participation in athletics for the purpose of implementing preventive strategies.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit pertaining to District 219.
- Process a variety of documents relating to injuries for the purpose of communicating and documenting information in accordance with established guidelines.
- Responds to emergency situations for the purpose of resolving immediate safety concerns.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, 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; organizing and communicating information and concepts.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; understand written procedures, write routine documents, and speak clearly; and understand multi-step written and oral instructions. 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 regulations; public relations protocols; relevant professional standards and practices; safety practices and procedures; administer impact concussion tests; knowledge of board policy, district, state and federal regulations/laws.

ABILITY is required to schedule activities and/or meetings; gather, collate, and/or classify data; and consider a variety of factors when using equipment. Flexibility is required to work with others in a wide variety of circumstances; work with data utilizing defined but different processes; and operate equipment using a variety of processes. 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 competencies required to satisfactorily perform the functions of the job include: communicating with persons of varied educational and cultural backgrounds; 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 per athletic director's request; 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; 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.

Working 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 55% sitting, 20% walking, and 25% standing. The job is performed under some temperature extremes and under conditions with exposure to risk of injury and/or illness.

Experience

Job related experience within a specialized field is required.

Education

Bachelors degree in job-related area.

Equivalency

Equivalent experience in job related field.

Required Testing

Job Fit Test
Technology Test
Grammar Test

Certificates

CPR/First Aid Certificate
NATA Certification

Continuing Educ./Training

Maintains Certificates and/or Licenses

Clearances

Fingerprint/Background Clearance
Physical examination W/ TB Screen

FLSA Status

Non Exempt

Approval Date

10/11/2022

Salary Range

P3