



Job Description **Athletic Trainer**

Revision Date: September 1, 2023
Implementation Date: September 1, 2023
Approval Date: August 28, 2023
Location: Middletown High School
Reports to: Athletic Director

Theory of Action for Middletown Public Schools:

If Middletown believes that every student has the right quality, student-centered education, THEN adults will cultivate creative, accessible, and innovative structures and opportunities with students, AND every student will demonstrate personalized growth and achieve at high levels to thrive in life.

Broad Function:

This position is responsible for Providing athletic trainer coverage for high school athletic programs in both practice and interscholastic competition settings.

Job Requirements:

- Ability to maintain current certification and continuing education requirements as set forth by the National Athletic Trainers' Association Board of Certification required.
- Ability to maintain current state licensure in accordance with the State of Connecticut Department of Public Health required.
- Ability to maintain current certification in CPR/Emergency Cardiac Care required.
- Ability to comply with and follow district policies and protocols required.
- Ability to relate to students, staff, and families in a positive and effective manner required.
- Knowledge of and ability to follow and comply with HIPAA regulations

required.

- Ability to work independently and take initiative with tasks required.
- Ability to be flexible in an active school environment required.

Responsibilities and Duties:

- Establishes an effective athletic training program for the high school athletic department, in accordance with evidence based best practices.
- Provides first aid and injury assessment, treatment, rehabilitation, and reconditioning for Middletown Public Schools student-athletes. Proactively makes appropriate physician referrals as needed to ensure best outcome.
- Provides coverage at home events and practices from the beginning of the fall sport season to the conclusion of the spring season.
- Assists in the coordination of the annual required athletic physicals and supervises the clearance of injured athletes prior to and during the sport seasons.
- Proactively maintains a line of communication with the team physician(s) and school nurse regarding athletic health care and recommended treatment/rehabilitation for all athletic injuries.
- Assists coaching staff in evaluating and implementing sport specific conditioning programs and methods.
- Maintains an effective and efficient athletic training room. Keeps items organized, and easily accessible when needed.
- Maintains communication with parents on the care & treatment of their student-athlete.
- Files all necessary reports associated with athletic injuries and/or incidents.
- Maintains a daily treatment log, in accordance with department requirements.
- Oversees the ordering of supplies and equipment pertaining to the athletic training room and maintains an up-to-date inventory.
- Provides the Athletic Director with an annual budget for supplies and equipment.
- Takes action to order and track medical equipment. Equips each team with appropriate medical equipment.
- Assists in the selection and fitting of protective equipment, including special taping, pads or braces.
- Creates a safe playing environment by monitoring and controlling environmental risks at all athletic facilities, both on campus and off campus.
- Shares professional literature relative to athletic training with the school's coaching staff.
- Provides CPR/First Aid/AED certification and recertification courses for all MPS athletic coaching staff at the beginning of each season.
- Performs other duties as directed.

Qualifications and Experience:

- Bachelor's degree from an accredited professional athletic training

education program and successful passing of a comprehensive test administered by the Board of Certification (BOC) required.

- Master's degree preferred.
- Prior experience in a school sports setting required.
- Bi-lingual in Spanish preferred.
- Effective communication skills-both written and spoken; strong interpersonal and collaborative skills; strong work ethic; flexibility; and compassion

Salary & Compensation:

- Bargaining Unit: Non-bargaining

Physical and Mental Demands / Work Environment:

The physical demands and environmental characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be mobile with the ability to get from one location in the office or work site(s) to other locations in the office or work site(s).
- Ability to sit or stand for long periods of time.
- Ability to lift or carry objects up to forty (40) pounds.
- Ability to perform manipulative skills such as writing and typing
- Ability to see and read objects closely, as wiring, labels on equipment, reading/proofreading a report, using a computer monitor, filing and/or retrieving information from a filing system and verifying the accuracy of financial information.
- Ability to hear normal sounds with background noise, as in using a telephone or radio, distinguish verbal communication and communicate through speech, including using a radio.
- Ability to learn and acquire an understanding of new information, methodologies and techniques and how they apply to school goals and operations.
- Memory adequate to perform tasks/assignments given over long periods of time.
- Ability to concentrate on a task for more than 60 minutes.

Disclaimers:

- The supplemental job description lists typical examples of work and is not intended to include every job duty and responsibility specific to a position. An employee may be required to perform other related duties not listed on the

supplemental job description provided that such duties are characteristic of that classification. This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.

- Connecticut requires that any person (teachers, administrators, special service staff members, teachers' aides, custodians, cafeteria employees, etc.) who is hired by a local or regional board of education submit to a state and national criminal history record check within the first 30 days of the date of employment. The process includes the checking of fingerprints by the State Police Bureau of Identification and the F.B.I. The results of the criminal history record checks (both state and federal) are reported to the employing school district. If the district receives notice of a conviction of a crime by a person holding a certificate, authorization or permit issued by the State Board of Education, the district shall notify the Bureau of Certification and Professional Development.

STATEMENT OF NON-DISCRIMINATION

The Middletown Board of Education is an affirmative action/equal opportunity employer, and it does not discriminate on the basis of race, color, religious creed, age, marital status, military or veteran status, national origin, ancestry, alienage, sex, gender identity or expression, sexual orientation, disability or pregnancy in any of its education programs, activities, or employment policies. All educational programs and offerings, including vocational education and extracurricular activities, subscribe to this policy. Dr. Jada Waters, Director of Diversity, Equity, and Inclusion, has been designated to handle inquiries regarding the district non-discrimination policies and may be reached at 372 Hunting Hill Avenue, Middletown, CT 06457; phone (860) 638-1469; email watersj@mpsct.org. Middletown Public Schools is an equal opportunity employer (EOE).