

SCHOOL DISTRICT OF ST. JOHNS COUNTY

ATHLETIC TRAINER

JOB DESCRIPTION

QUALIFICATIONS:

- (1) Bachelor's Degree from an accredited institution.
- (2) Valid Board of Certification (BOC) for Athletic Trainer and CPR certificate.
- (3) Successful experience as an athletic trainer preferred. Entry level graduates with current certification will be considered.
- (4) Satisfactory criminal background check and drug screening.

KNOWLEDGE, SKILLS AND ABILITIES:

The Athletic Trainer will be able to demonstrate an ability to perform the following functions regarding athletic injuries: prevention, assessment, treatment (including first aid), reconditioning, and satisfy the standards as set forth by the Board of Certification Standards of Professional Practice for Athletic Trainers. Knowledge of and ability to use word processing, database, and spreadsheet applications. Knowledge of research, current trends and best practices in athletic injuries. Demonstrate skills in human interaction and conflict resolution. Demonstrate ability to work well with people. Demonstrate skills in handling constituent problems and concerns with sensitivity and tact in handling sensitive and confidential information. Ability to plan, organize and prioritize. Ability to analyze, interpret and use data in decision-making. Ability to make decisions with minimum supervision. Ability to compose correspondence and prepare reports in an articulate manner. Ability to tolerate and deal with high stressful situations.

REPORTS TO:

Principal and Athletic Director

JOB GOAL

To administer an effective conditioning program for high school level athletes and to also handle the functions in dealing with the prevention and treatment of athletic injuries. Each employee of the St. Johns County School Board is charged with the responsibility of being familiar with the Character Counts! program and with modeling the characteristics of citizenship, character education (as defined by Character Counts!) and literacy. Each employee of the St. Johns County School Board will model the six pillars (as defined by Character Counts!) of the character education program.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

Service Delivery

ATHLETIC TRAINER (Continued)

- * (1) Conduct initial assessment of an athlete's injury or illness to provide emergency or continued care.
- * (2) To determine if an athlete needs to be referred for further medical treatment or evaluation through a physician or other medical facilities for definitive diagnosis and treatment.
- * (3) Care for athletic injuries using physical therapy equipment, techniques and treatment.
- * (4) Evaluate athletes' readiness to participate in sports events and to provide clearances when necessary and warranted.
- * (5) Apply protective or injury preventive devices such as bandages, tape, braces to body parts (i.e. ankles, fingers, wrists), as needed or warranted.
- * (6) Assess and report the progress of recovering athletes to Athletic Director, coaches and physicians.
- * (7) Collaborate with physicians, as needed, to help develop and implement comprehensive rehabilitation programs for athletic injuries.
- * (8) Advise and work with athletes on the proper use of equipment.
- * (9) Develop a comprehensive plan for preventive or rehabilitative programs for athletic injuries and/or illnesses.
- * (10) Serve as a resource to student athletes and parents on athletic health-related issues.
- * (11) Develop training programs and routines designed to improve athletic performance.
- * (12) Travel with athletic teams to be available at sporting events and be present for pre-season physicals and training.
- * (13) Assist with or handle transfer of athletes of various weights/heights who may have sustained injuries.
- * (14) Secure that proper equipment is ready and on-site for sports events and trainings.
- * (15) Communicate effectively to give adequate directions and instructions in non-crisis and crisis situations.

Expectations of All Employees

- * (16) Meet and deal effectively with the general public, staff members, parents, administrators and other contact persons using tact and good judgment.
- * (17) Follow attendance, punctuality and other qualities of an appropriate work ethic.
- * (18) Ensure adherence to good safety standards.
- * (19) Maintain confidentiality regarding school/workplace matters.
- * (20) Model and maintain high ethical standards.
- * (21) Maintain expertise in assigned area to fulfill position goals and objectives.
- * (22) Participate successfully in the training programs offered to increase skill and proficiency related to assignment.
- * (23) Demonstrate initiative in the performance of assigned responsibilities.
- * (24) Each employee of the St. Johns County School Board will model the six pillars (as defined by Character Counts!) of the character education program.

Inter/Intra-Agency Communication and Delivery

- * (25) Serve as liaison with community agencies as appropriate in the realm of Athletic Trainer.
- * (26) Help in the planning with other school personnel on athletic program components.
- * (27) Interact with parents, outside agencies, and community to enhance the understanding of the District's athletic programs.
- * (28) Respond to inquiries and concerns in a timely manner.
- * (29) Keep supervisor informed of potential problems or unusual events.
- * (30) Participate in cooperative planning for all athletic programs.
- * (31) Work with school staff to support school improvement initiatives and processes.

Professional Growth and Improvement

ATHLETIC TRAINER (Continued)

- *(32) Coordinate training for CPR and First-Aid, as needed.
- *(33) Conduct training on prevention and treatment of athletic-related health issues and injuries.
- *(34) Keep informed and disseminate information about current research, trends and best practices in areas of responsibility, as needed.
- *(35) Maintain expertise in assigned areas to support the wellbeing of all athletes.
- *(36) Attend training sessions, conferences and workshops as assigned or appropriate to keep abreast of current practices, programs and legal issues.
- *(37) Participate successfully in the training programs offered to increase skill, proficiency, and character education related to assignment.
- *(38) Model and maintain high ethical standards as they relate to the six pillars of character.
- *(39) Participate successfully in training programs, conferences, and workshops as assigned or appropriate to keep abreast of current practices, programs, legal issues, and character education.

Systemic Functions

- *(40) Model the characteristics of citizenship, character education (as defined by Character Counts!) and literacy.
- *(41) Represent the District at state and regional meetings related to areas of responsibility, as appropriate or assigned.
- *(42) Represent the District in a positive and professional manner.
- *(43) Prepare or oversee the preparation of all required reports and maintain all appropriate records.
- *(44) Develop annual goals and objectives consistent with and in support of District goals and priorities.

Leadership and Strategic Orientation

- *(45) Provide leadership and direction for assigned areas of responsibility.
- *(46) Assist in implementing the District's goals and strategic commitments.
- *(47) Exercise proactive leadership in promoting the vision and mission of the District.
- *(48) Set high standards and expectations and promote professional growth for self and others.
- *(49) Utilize appropriate strategies and problem-solving tools to make decisions regarding planning, utilization of funds, delivering services and evaluation of services provided.
- *(50) Demonstrate initiative in identifying potential problems or opportunities for improvement and take appropriate action.
- *(51) Model and maintain high ethical standards as they relate to the six pillars of character.
- *(52) Use appropriate styles and methods to motivate, gain commitment and facilitate task accomplishment.
Perform other tasks consistent with the goals and objectives of this position.

*Essential Performance Responsibilities

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

Ability to stand for long periods of time, have good mobility skills and be able to walk long distances.

Exposure Category: Category 1 – will have close contact with patients and is likely to come in contact with blood and body fluids.

TERMS OF EMPLOYMENT:

ATHLETIC TRAINER (Continued)

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

10 Months 200 Days

Administrative, Managerial and Confidential – Pay Level 2

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on evaluation of personnel.

POSITION CODE: 73033

PAY GRADE: 2

BOARD APPROVED: July 2007

REVISED: May 2020