## POSITION DESCRIPTION 10.06

TITLE: Head Athletic Trainer-Certified

## **QUALIFICATIONS:**

- 1. Valid Alabama Teaching certificate in the area of Health Science **OR**
- Eligible for certification through a Career Tech and/or Teacher Certification approach.
- 3. Certified, and in good standing, through the National Athletic Trainers' Association Board of Certification (NATABOC)
- 4. Alabama State Athletic Training License.
- 5. Minimum 3 years' experience providing high school or collegiate athletic training services.

**REPORTS TO:** Principal, Career Tech Coordinator and Assistant Principal

**SUPERVISES**: Students and teacher aide(s) as assigned

JOB GOAL: To facilitate student learning in subject matter and skills that will contribute to

their development as mature, able, and responsible members of society. Provide "Athletic Training Services" under the direction of the team physician, and in accordance with the Alabama Athletic Training Practice Act, to student

athletes.

## **JOB DUTIES**:

- 1. Must be comfortable working in a collaborative teaching environment.
- 2. Must be able to work with health care professionals of all levels.
- 3. Identify dual enrollment opportunities for students.
- 4. Instruct assigned classes in the areas of Sports Medicine at the designated locations and times.
- 5. Supervise Intern Students training opportunities.
- 6. Plan programs of study that align to local and state curriculum guides and meet the individual needs, interests, and abilities of the students.
- 7. Create a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- 8. Prepare for classes assigned, and show written evidence of preparation in the form of lesson plans upon request of immediate supervisor.
- 9. Encourage students to take an active role in the learning process and encourage them to set and maintain high standards of personal behavior.
- Guide the learning process toward the achievement of curriculum goals and --in harmony with the goals--establish clear objectives for all lessons, units, projects, etc. to communicate these objectives to students.
- 11. Schedule and coordinate coverage for all varsity and JV sporting events

- 12. Provide emergency care of an athletic injury; perform tests and measurements as an aid in the evaluation of an athletic injury
- 13. Provide appropriate general treatment orders approved by team physician
- Provide referral of non-manageable injuries to an appropriate qualified medical professional
- 15. Design and implement effective rehabilitation and/or corrective exercise protocols for injured athletes.
- 16. Serve as liaison between team physician/ specialist, coaches, parents, athletes, and school administrative personnel
- 17. Document all athletic injuries and treatment/rehabilitation sessions
- Schedule and assist in performing pre-participation physical exams and cognitive baseline testing
- 19. Assist with strength and conditioning programs
- 20. Assist with athlete insurance coverage
- 21. Assist with the development and implementation of athletic training procedures.
- 22. Protect confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information
- 23. Maintain proper certifications, licensure, and continuing education through state and/or national associations.
- 24. Maintain professional growth and competence through professional development <u>as per Board</u> <u>Policy 5.5 Personnel Professional Development</u>
- 25. Encourage students to set and maintain high standards of classroom behavior.
- 26. Assist in daily duties, of which may be car duty, extra-curricular duties whenever students are involved in school activities.
- 27. Attend staff meetings, as required, and serve on staff committees as assigned.
- 28. Demonstrate proficiency in written and oral communication.
- 29. Exhibit effective human relations skills.
- 30. Adhere to school system rules, administrative procedures, local board policy, and state and federal rules and regulations.
- Perform other duties as may be assigned.

## **Essential Duties**

Job descriptions are designed and intended only to summarize the essential duties, responsibilities, qualifications, and requirements for clarifying the general nature and scope of a position's role as part of the overall organization. Job descriptions do not list all tasks an employee might be expected to perform and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise to modify duties to be performed – even if seemingly unrelated to the basic job. Every employee has a duty to perform all assigned tasks (an employee who is assigned a duty or task believed to be unlawful should report the assignment to their direct supervisor). It should also be noted the order of duties/responsibilities as listed in the job description is not designed or intended to rank the duties in any order of importance relative to each other.

TERMS OF EMPLOYMENT:		9-Month	10-Month	11-Month	12-Month	
EXPECTED WORK DAY:		8 Hours				
SALARY:	According to Albertville City School Board approved salary schedule and determined by rank and experience as per policy 5.1.2 – Personnel – Special Requirements for the Position					
EVALUATION:	<b>YALUATION</b> : Shall be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel and State Requirements					
Reviewed and	agreed to by:	Employee		Date		
☐ Principal/Progra	nm Coordinator	_	☐ Human Reso	urceInitials		