

Job Description for Athletic Trainer

Position: Athletic Trainer

Department: Athletics

Requirements: Graduate from an accredited professional athletic training program with a bachelor's degree (master's highly recommended) and passed the comprehensive administered test by the Board of Certification. Maintain current certification and continued education requirements set forth by the National Athletic Trainer's Association Board of Certification. Maintain current certification in CPR/Emergency /Cardiac Care and proof of your BOC card.

Reports to: Athletic Director

Primary Function: Provide athletic trainer coverage for Garces Memorial high school athletic programs.

Major Duties and Responsibilities: The athletic trainer is responsible for the operations of the Garces Memorial athletic teams. The athletic trainer's duties, enumerated in this document, should not be considered all inclusive. The Athletic Director, as necessary, shall modify duties. The athletic trainer will be present at home athletic contests and practices and shall attend other post-season and home-hosted contests as directed by the Athletic Director.

- Establish an effective athletic training program for high school athletes.
- Provide first aid and injury assessment, treatment, rehabilitation and reconditioning for student athletes. The athletic trainer will also be responsible for making appropriate physician referrals.
- Provide coverage at home events and practices from the beginning of the fall sports season to the conclusion of the spring season.
- Coordinate the annual required athletic physicals/clearance packets and supervise the clearance of injured athletes prior to and during the sport season.
- Maintain a line of communication with the team physician regarding health care and recommended treatment/rehabilitation for all athletic injuries.
- Assist coaching staff in evaluating and implementing sport specific conditioning programs and methods.
- Maintain an effective and efficient athletic training room.
- Maintain communication with parents on the care and treatment of their student-athlete.
- File all necessary paperwork associated with athletic injuries and or incident.

- Maintain a daily treatment log.
- Oversee ordering of supplies and equipment pertaining to the athletic training room and maintain an up-to-date inventory. Provide the Athletic Director with an annual budget for supplies and equipment.
- Equip each team with appropriate medical equipment.
- Assist in the selection and fitting of protective equipment, including special taping, pads or braces.
- Create a safe playing environment by monitoring and controlling environmental risks.

Terms of Employment: 12-month position, beginning June 1-July 31.

The athletic trainer will work in accordance with the weekly athletic schedule to be determined by the Athletic Director. Weekly schedules will be based upon the season of sport.

Salary: \$65,000-\$75,000

Evaluation: Athletic Trainer will be evaluated annually by the Athletic Director in accordance with the State of California laws and regulations.