

<b>JOB TITLE:</b>	Athletic Trainer	<b>WAGE/HR. STATUS:</b>	Exempt
<b>REPORTS TO:</b>	Director of Athletics	<b>PAY GRADE:</b>	1
<b>DEPT./SCHOOL:</b>	Athletic Department	<b>DATE REVISED:</b>	5/22

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**PRIMARY PURPOSE:**

Plan, coordinate, and supervise all components of athletic training program for student athletes. Also work to carry out activities in the following areas: preventive, evaluation, emergency treatment, physical reconditioning, and rehabilitation of injuries; which allows for the least loss of competitive time, while keeping, as the top priority, the mental and physical welfare of the athlete.

**QUALIFICATIONS:**

Minimum Bachelor's degree.  
Valid Texas License for Athletic Training  
N.A.T.A. certification preferred  
TSATA/TEA Instructor Certified preferred - Sports Medicine I & II  
Health Care Provider CPR/AED/FA certification

**DUTIES AND RESPONSIBILITIES:**

1. Responsible for giving basic instruction to athletic staff members in the prevention and care of injuries.
2. Responsible for training and supervising student trainers and managers. Also, responsible for scheduling the student trainers for athletic contests and practices.
3. Responsible for referring athletic injuries to physicians for diagnosis and/or treatment.
4. Carries out appropriate instructions and treatments as directed by the (athletes) physician and head athletic trainer.
5. Assists and advises the coaching staff regarding injury prevention and conditioning programs.
6. Determine if a player is capable of participation in a game and/or practice if the player is injured.
7. Responsible for the treatment and supervision of treatment for all minor athletic injuries and conditions.
8. Responsible for the organization, inventory and requisitions of all training room supplies. Submit an annual budget for all first aid and medical supplies needed for the year. Requisitions of equipment and/or supplies must be submitted to the Athletic Director.

9. Must be present at all varsity games and practices. With a scheduled worked out with the head athletic trainer on the other duties towards practices and games. Will be present at freshman and sub-varsity games and practices when no conflicts arise while covering a varsity level event. Must be present at all varsity level home events. The priority of sports coverage will be at the desecration of the head athletic trainer. When the opposing team does not have proper supervision, the athletic trainer may accompany the previous mentioned teams, as long as there is not a conflict with a home event. The athletic trainer will also be present at all high school athletic periods.
10. Responsible for preparing bid proposals for all sports.
11. Must be present at all varsity football games and practices plus the JV and freshman games. Must be present at all home (boys and girls) varsity basketball games, as well as home sub-varsity basketball games. Must be present at all home baseball games. When conflicts arise the trainer is responsible for providing qualified coverage for all other practices and contests. Where the opposing school does not have a trainer on the scene, the trainer will accompany the previously mentioned teams provided there is not a home contest in these sports. The trainer will also be present at all Football Athletic Periods.
12. Shall remain in the training room until at least 5:00 p.m. each school day during the spring and winter sport seasons to treat athletic injuries.
13. Assist in making proper arrangements with team physicians for the scheduling of athletic physicals for all sport squads.
14. Responsibilities will attend to providing training supervision at all home meets, tournaments, etc., which would involve a number of teams and a signification amount of time, i.e., all day as opposed to 2-3 hours (volleyball and track invitational etc.)
15. Responsible for the care and cleanliness of the training room.
16. Responsible for reporting all injuries to the Athletic Office on the proper forms and keeping an annual record of athletic injuries.
17. Update trainers' manual and keep updated copies in the athletic office and training area.
18. Shall perform all other duties assigned by the Head Athletic Trainer and Athletic Director.

### **EQUIPMENT USED:**

Exercise equipment and devices including stationary bike, pulleys, weights, whirlpool, paraffin bath, ultrasound equipment, and cold packs.

**WORKING CONDITIONS:**

**Mental Demands/Physical Demands/Environmental Factors:**

Maintain emotional control under stress. Continual walking and standing; moderate lifting and carrying; stooping, bending, kneeling, and reaching. Work outside (exposure to sun, heat, cold, and inclement weather) and inside. Exposure to biological hazards, bacteria, and communicable diseases. Frequent district-wide and statewide travel; frequent prolonged and irregular hours.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_