

# MONMOUTH REGIONAL HIGH SCHOOL

## **TITLE                   ATHLETIC TRAINER**

**Reports to:**             Athletic Director

### **Nature and Scope of the Job:**

The Athletic Trainer is responsible for the prevention, evaluation, treatment, and rehabilitation of athletic injuries. He/She will provide the leadership and the maximum contribution in meeting the health needs of student athletes.

### **Qualifications:**

1. Valid New Jersey Instructional Certificate and Subject Area endorsement or eligibility.
2. Demonstrated knowledge of subject specialty and effective teaching methods.
3. Ability to maintain a positive learning environment.
4. Strong interpersonal, communication and technology skills.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
6. Maintain the physical and mental capability to meet the needs of the job.
7. Commitment to MRHSBOE policies and procedures.

### **Employment Terms:**

Full Time Ten (10) month position – (Sept. 1 – June 30)

### **Job Functions and Responsibilities:**

Under the direction of the Athletic Director and in consultation with the school doctor(s) and nurses, the Athletic Trainer is responsible for, and has commensurate authority to accomplish, the duties set forth below:

1. To help establish attitudes and ideals that will achieve a more successful, injury-free athletic program.
2. To participate in the development of policies and procedures for the total school health/training services.
3. To cooperate in the planning and provision for in-service athletic injury education for personnel involved in the athletic department.
4. To assist in the selection and assignment of medical staff.
5. To assist in developing forms and procedures for maintaining school health records.
6. To administer the program to effectively meet both the physical and emotional needs of student athletes.
7. To prepare budgetary requests for the Athletic Trainer's Department.
8. To develop and arrange for distribution of printed materials related to the Athletic Training Program.
9. To assist and counsel staff members in their understanding of the Athletic Training Program and procedures.

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10. To promote an effective relationship between the school and community in all aspects.
11. To promote active participation in those organizations which will beneficially affect the school athletic training program.
12. To prepare required reports of the athletic training program, and to evaluate and assist in the improvement of the athletic training program.
13. To assist in developing a healthful and safe school environment.
14. To develop procedures with Health Office Personnel for the proper functioning of an athletic training program.
15. To provide leadership on the involvement of coaches in planning an excellent athletic training program.
16. To be in attendance at practice sessions and games. Administer first aid when necessary and/or arrange for medical or hospital care.
17. To prepare medical kits for each in-session team, and supply and resupply items contained in the kit.
18. To supervise the training room to include:
  - a. Enforcing rules, regulations, and procedures in the training room.
  - b. Keeping the room in an orderly and sanitary state.
  - c. Ordering and maintaining training room supplies.
  - d. Maintain records of injuries and treatment.
19. To be responsible for pre-practice and pre-game application of proper taping techniques, bandages, or wraps for the prevention or recurrence of injuries.
20. To work closely with all coaches with respect to conditioning, first aid, rehabilitation of injuries, and providing for the well-being of all students athletes.
21. To apply protective or injury-preventive devices such as strapping, bandaging, or braces.
22. To work as liaison with the school health office.
23. To work cooperatively with and under the direction of the school physician(s) in regard to:
  - a. Rehabilitative procedures
  - b. Operation of therapeutic devices and equipment
  - c. Fitting of braces, guards, and other devices
  - d. Referrals to the physician(s), health services or hospital
24. To counsel and advises athletes and coaches on matters pertaining to conditioning and training, such as diet, rest, and rehabilitation.
25. To attend away tournament and athletic contests at the direction of the Director of Athletics, Principal, or Superintendent.
26. To supervise and instruct student trainers and staff under his/her jurisdiction.
27. To work cooperatively with the Health Office and school physician(s) regarding:
  - a) Scheduling and administration of pre-season physicals.
  - b) Carrying out instructions of the school physician(s) in regard to treatment of athletic injuries.
28. To work cooperatively with the Health Office regarding procedures for handling of insurance forms, claim forms, and accident report forms.

