



HOLMDEL TOWNSHIP PUBLIC SCHOOLS SCHEDULE “B” JOB DESCRIPTION: ATHLETIC TRAINER

QUALIFICATIONS:

1. Holds valid New Jersey Teacher’s Certification or Certificate of Eligibility and/or holds valid Certificate from Department of Education – Educational Services.
2. Holds valid Athletic Trainer Certification or New Jersey License of Eligibility.
3. Has demonstrated minimum of one year successful experience as an athletic trainer or in a similar capacity.
4. Possesses organizational, human relations and decision-making skills.
5. Successfully completes required criminal history check and has proof of U.S. Citizenship or legal resident alien status.
6. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Director of Athletics

JOB GOAL: To assume responsibility for the care, treatment and prevention of athletic injuries under the supervision of the team doctor or referring physician. He/she is responsible for all students/athletes involved in the interscholastic athletic program and for working with the coaches to ensure that all students/athletes are provided or referred for the proper medical care and treatment.

PERFORMANCE RESPONSIBILITIES:

1. Instructional Leadership
 - a. Operates within the limitation of his/her license and abilities.
 - b. Administers first aid when necessary and/or arranges for medical care.
 - c. Works closely with all coaches with respect to conditioning, first aid, reconditioning after injuries, and providing for the well being of all athletes in the program.

- d. Applies protective or injury-preventive devices, such as strapping, bandaging or braces.
 - e. Advises coaches when an athlete may return to his/her activity and to what level.
 - f. Works cooperatively with and under the direction of the physician with regard to:
 - Carrying out the instructions with regard to the treatment of athletic injuries.
 - Reconditioning procedures.
 - Operation of therapeutic devices and equipment
 - Fitting of braces, guards and other devices.
 - Referrals to the physician.
 - g. Works cooperatively with the school nurse regarding the filing of accident reports.
 - h. Supervises the training room including:
 - Establishing rules, regulations and procedures in the training room.
 - Keeping the room in an orderly and sanitary state.
 - i. Attends practice sessions and games. When a conflict between contests presents itself, the athletic trainer should attend the home contest unless advised otherwise by the athletic director.
 - Attends all home athletic contests.
 - Attends tournaments and athletic contests at the discretion of the director of athletics when a trainer is not provided by the host school.
 - Required to attend all home athletic contests and practices during the winter and spring recess.
 - Required to attend all athletic team practices and scrimmages during the start of fall season, which begins the last two weeks in August (25 days prior to 1st schedule game).
 - Required to attend all home contests and practices that occur on Saturdays and/or Sundays.
2. Student Management
- a. Supervises and, when necessary, instructs student trainers and staff under his/her jurisdiction.
 - b. Maintains accident reports and records of injuries.

3. Professional Development

- a. Keeps informed about the latest equipment and information in the field of sports medicine and maintains his/her certificate status.
- b. Participates in continuous study and research and attends relevant conferences and workshops to maintain and enhance professional competence in accordance with district guidelines and budget allocations.

4. School and Community Relations

- a. Advises parents in relation to the athlete's care and injuries.
- b. Interprets the athletic training program to the administration and staff.
- c. Facilitates effective student, staff and community communications about the athletic training program.

5. Other Duties

Performs such other tasks and assumes such other responsibilities as the athletic director may assign.

TERMS OF EMPLOYMENT: Salary to be established within the Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

EVALUATION: Performance of this job will be evaluated annually in accordance with the Board's policy on the Evaluation of Schedule "B" Staff and the contractual agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

SOURCE: Regular Board Meeting

DATE: January 23, 2008