

NORTHERN HIGHLANDS REGIONAL HIGH SCHOOL DISTRICT

TITLE: ATHLETIC TRAINER

QUALIFICATIONS:

1. Graduate of an approved athletic training college program
2. Passed State-administered written and oral tests
3. Possess/maintain a license issued by the New Jersey State Board of Medical Examiners.
4. Required criminal history background check and proof of US citizenship or legal resident alien status.

REPORTS TO: Director of Athletics

JOB GOAL:

To provide for the prevention, care and reconditioning of injuries incurred in the interscholastic athletic program.

ESSENTIAL JOB FUNCTIONS:

1. Shall be in attendance at all of the following:
 - Scheduled practices, where possible.
 - Physical examinations, where possible
 - Home interscholastic contests, where possible.
 - Away Varsity football games, where possible
2. Administer First Aid to injured students involved in all interscholastic athletic programs.
3. Apply protective or injury-prevention devices, such as adhesive strapping, taping, bandaging, padding and braces.
4. Work cooperatively with the team physician and under his/her direction regarding:
 - A. Reconditioning injured athletes.
 - B. Physician and/or hospital referrals.
5. Record all injuries and treatments and maintain a file of same.
6. Handle all interscholastic medical insurance claims.
7. Supply fully equipped First Aid kits for each team.
8. Work cooperatively with all coaches in selecting protective equipment.
9. Supervise and maintain the training room.

10. Prepare an annual budget for supplies and equipment.
11. Maintain an inventory of all First Aid supplies.
12. Counsel and advise athletes and coaches on conditioning and training techniques.
13. Assist the District Athletic Director in scheduling all physical examinations.
14. Assist in the development and maintenance of eligibility lists.
15. Report all serious injuries to the principal, school nurse, coach and Director of Athletics.
16. Prepare a report on all injuries.
17. Provide an in-service training program for all interested staff members.
18. Arrange for school doctor and First Aid Squad to be present at all Varsity football games.
19. Provide anti-opioid antidote if necessary as per BOE policy 5330.04
20. Other duties may be assigned consistent with this job description and function.
21. Hours: Flexible hours will be required in that he/she will be available for treatment of athletes and also for practices and events. The District Athletic Director will establish the hours for each session.

**TERMS OF
EMPLOYMENT:**

Salary and work year to be determined by the Board.

EVALUATION:

Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations.

BOE APPROVED: 10/2/17

2nd Reading: 10/16/17