



**JOB TITLE:** Athletic Trainer

**POSITION SUMMARY / JOB GOALS:** The Athletic Trainer at The Village School diagnoses, treats and prevents student athlete injuries. The Athletic Trainer will assume the responsibility and obligation of establishing and maintaining the athletic training program for high school and middle school athletics..

**QUALIFICATIONS / TRAINING:**

- Master's degree in Athletic Training
- 3+ years experience in high school setting
- CPR/AED/First Aid Instructor Certification
- Knowledge of RankOneSport Electronic Medical Record
- IASTM/ CES / PES / or other advanced rehabilitation certification

**EXPERIENCE / KNOWLEDGE:**

- Evaluates injuries and develops treatment and rehabilitation plans within the scope of practice.
- Re-evaluates treatment plans, as needed, to ensure maximum patient benefit.
- Implements individualized therapeutic interventions, and monitors responses to therapy to ensure client safety. Reports progress and medical changes to referring physician, respective coach and Athletic Directors.
- Educates clients, families, and coaches regarding injuries, risk factor modification, and exercise programs.
- Conducts injury screening clinics, educational programs, and workshops to promote safety and injury prevention.
- Documents patient treatment per professional and regulatory standards.

**ATTRIBUTES:**

- Knowledge of TVS policies and procedures, academic requirements, campus resources, student life, and support services.
- Excellent interpersonal and communication skills; teaching or public speaking experience preferred.
- Ability to build good rapport with a variety of constituents.
- Attention to detail and successful organizational skills.
- Problem-solving skills, dependable, cooperative, multi-tasking, responsible, and patient.
- Computer proficiency and student integrated management system experience preferred.
- Ability to encourage and empower students to make their own decisions.
- Ability to maintain confidentiality.
- Ability to work a flexible schedule—possible weekend and evening meetings.
- Sensitivity to the needs of a diverse student population, including minority and international students.

**REPORTS TO / EVALUATED BY:** Director of Athletics



## THE VILLAGE SCHOOL

A NORD ANGLIA EDUCATION SCHOOL

**DIRECT REPORTS:** Finna, ES, MS, and HS Division Heads, Fine Arts Director, Athletics Director

### **MAJOR RESPONSIBILITIES AND DUTIES:**

- Provide athletic training services for the TVS's athletic department, including attendance at scheduled team practices and home and away competitions as necessary
- Coordinate and schedule physical examinations and medical referrals for student athletes to determine their ability to practice and compete
- Responsible for the formation of the TVS's athletic student training aide staff, including interviewing, training and supervision of student athletic trainers
- Work in conjunction with the strength and conditioning staff to ensure safety in the design and implementation of fitness, nutrition and conditioning programs customized to meet individual student-athlete needs
- Schedule and coordinate athletic training staff and students for athletic training services of all team practices and athletic competitions
- Assist Athletic Director in the development of the sports medical program budget
- Evaluate and recommend new techniques and equipment that would enhance the benefit of the sports medical program
- Record keeping and documentation
- Other duties as assigned

### **VILLAGE BELIEVES THAT EFFECTIVE EMPLOYEES ARE:**

- Accountable - Establishes a high performing culture and accepts accountability for organizational performance.
- Strategic - Leads opportunity and is committed to continuous improvement aligned with the organizational vision and direction.
- Collaborative - Works collaboratively with others to achieve organizational outcomes
- Entrepreneurial - Creates organizational value for diverse stakeholders and achieves commercial success.
- Enabling - Drives excellence through valuing and developing others
- Agile - Achieves personal and organizational success within a changing, dynamic and complex environment
- Resilient - Demonstrates personal resilience within a demanding environment of high expectations

Therefore, this position description is designed to outline primary duties, qualifications and job scope, but not limit the employee or Village to only the work identified. It is the expectation of the School that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organization.