



Assistant Athletic Trainer

Department: Athletics
Supervisor: Athletic Director

Job Type: Full-Time, 11 months*
FLSA Classification: Exempt

Position Purpose: The Assistant Athletic Trainer is an integral part of the support team for student athletes by providing training services from injury prevention through to rehabilitation. Also provides training services to visiting student-athletes competing at CDS as part of an official game, practice, or tournament.

*The schedule for this position is 11 months; begins August 1st each year, runs through the last day of post-planning, then works an additional 4 weeks over the summer which are scheduled and agreed upon with the Head Athletic Trainer and the Athletic Director.

Job Responsibilities:

- Actively support and advance the mission and vision of Carrollwood Day School
- Adhere to the Policies and Procedures outlined in the CDS Sports Medicine manual
- Diagnose and treat sports related injuries
- Assist in developing and implementing sports injury preventative programs
- Assess, manage, treat, rehabilitate, and recondition athletes
- Evaluate student-athletes readiness and ability to return to play
- Evaluate and inspect sports equipment and padding
- Provide emergency care and first aid including availability of necessary equipment, communication procedures for emergency situations, and prompt, accurate triage
- Collaborate with School Nurses to co-manage student medical concerns
- Assist Head Athletic Trainer with daily operations of the Athletic Training Facility, including maintaining inventory of training supplies and equipment
- Collaborate with the Head Athletic Trainer to ensure adequate training coverage for sporting events throughout the school year, and scheduled summer training hours
- Consult with coaches and Athletics Staff on conditioning, nutrition, and protective equipment
- Serve as liaison on student health matters between coaches, parents, administration, and health care providers, providing information within appropriate limits of confidentiality
- Maintain complete and accurate records of Athletic Training activities and pertinent medical data
- Perform other duties assigned by the Head Athletic Trainer & Athletic Director
- Maintain all continuing education requirements set forth by the BOC & Florida Department of Health to maintain certification & licensure
- Maintain professional competence by attending staff development programs, Athletic Department meetings, and other professional trainings and activities
- Model and foster professional standards of communication, personal presentation, punctuality, professional courtesy, collegiality, respect, and discretion
- Be a team player; cheerfully participate in and/or assist with other duties and routines regularly part of a school environment
- Meet regular and timely attendance requirements, including evening, weekend and other required/scheduled athletic events
- Adhere to School policies as described in the Employee Handbook and other materials

Qualifications, Skills, and Attributes:

- Bachelor's degree in Athletic Training or other related field (Required)
- Master's degree in Athletic Training (Preferred)
- Certified as an Athletic Trainer by the Board of Certification (BOC)
- Licensed as an Athletic Trainer by the Florida Board of Athletic Training
 - Can be eligible but must have license within 30 days of employment
- Hold and maintain First Aid/CPR/AED Certification AHA BLS
- Availability and willingness to work a flexible schedule which will include some Saturdays or holiday breaks
- Ability and willingness to travel with teams as assigned
- Exceptional organizational skills; the ability to prioritize and successfully manage multiple cases simultaneously
- Disciplined professionalism evident in commitment to ongoing growth and professional development in the field
- Strong collaborative skills and eagerness to work with colleagues
- Proficiency in Google suite (docs, sheets, drive, etc.)
- Maintain a valid FL Driver's License with acceptable driving record
- An understanding of the physical, social, and emotional development of school aged children
- A high degree of professionalism, collegiality, and personal conduct both in and outside of school
- Ability, willingness, and judgment to interact and communicate effectively, respectfully, and confidently with a diverse array of constituents in a school environment
- Demonstrate a risk management mindset, predicting and proactively planning against potential injuries and liabilities to both programs and people

Physical Requirements and Work Environment:

- Work both in a gym/training room environment and in outside weather conditions, including extreme heat and humidity
- Ability to lift 100lbs maximum with frequent lifting and or carrying of objects
- Medium strength is required to assist injured student-athletes as well as positioning patients for examination
- Work in a highly involved and busy environment dealing with a wide variety of challenges and a varied and diverse array of contacts
- Must have the ability to stand for extended periods of time
- Exhibit manual dexterity to enter data into a computer
- Ability to speak in audible tones that others may understand clearly inside, outdoors and on the telephone
- Ability to visually and audibly monitor children in the gym, on sports fields, car line, and other school area
- Ability to actively circulate throughout the diverse campus environment

Compensation includes a comprehensive employee benefits package; CDS offers a competitive salary commensurate with background and experience.

Interested candidates should send a resume and letter of interest to Barry Chamberlin, Athletic Director, bchamberlin@cdspatriots.org and Anita Pittman, Director of Human Resources, apittman@cdspatriots.org