



Saint Louis Abbey and Saint Louis Priory School

Job Description

Position Title:	Athletic Trainer
Division:	Human & Spiritual Formation
Department:	Athletics
Reports to:	Director of Athletics
Internal Classification:	9.5 month, Full-Time
FLSA Status:	Exempt
Revision Date:	8/9/2023

Purpose: The Athletic Trainer provides care to student-athletes that will prevent, diagnose, and treat injuries and illnesses.

The following duties are regular tasks for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Essential Duties and Responsibilities

- Supports the mission of the Abbey of Saint Mary and Saint Louis / Saint Louis Priory School at all times: To provide a Benedictine, Catholic, college preparatory education of the highest excellence so as to help talented and motivated young men in grades 7-12 develop their full potential as children of God.
- Exhibits professional standards of attendance, punctuality, grooming, language, preparation, and relationship to students, parents, and colleagues as a member of a faith community in a positive manner.
- Exhibits a willingness and ability to abide by and keep abreast of all lawful by-laws, policies, practices, procedures, or rules of the Abbey and School as well as all applicable federal, state, and local regulations.
- Works with coaches, athletes, and medical professionals to evaluate athlete's condition
- Communicates all necessary injuries & conditions with coaches and parents
- Designs rehabilitation programs for athletes
- Maintains records of athletes injuries, conditions, and progress

- Communicates with coaches and the athletic director, and enforces rules & regulations pertaining to conditioning of players and training rules affecting the health and safety of the players.
- Enforces weather-related regulations during practices and contests
- Keeps athletes informed as to eligibility standards set by the school and the MSHSAA.
- Serves as the school's gameday supervisor as needed (primarily for lower-level sports)
- Assists with facilities setups & teardowns when available
- Assists with summer camp organization and hydration on occasion
- Ensures that all required medical forms are turned in by participating athletes
- Assists with odd-jobs including equipment organization, scheduling, facilities & transportation organization, etc.

Skills, Competencies and Mindsets

- Able to lift and carry up to 40 pounds.
- Must be capable of sitting, squatting, and standing for long periods of time.
- Regular attendance is a necessary and essential function. Rarely absent or late unless the situation is of an emergency nature.
- Establishes and maintains effective relationships with students, staff, and community.
- Must be able to communicate clearly both verbally and in writing.
- Must be able to effectively organize and prioritize work.
- Able to give and follow written and oral instructions.
- Ability to work independently.
- Ability to maintain strict confidentiality.
- Remains calm, uses good judgment, and thinks quickly and rationally in difficult or stressful situations.
- Ability to make responsible decisions on behalf of the students, staff, and community.
- Diffuses stressful situations with others.
- Makes a considerable contribution towards establishing positive relationships in all interactions.

Minimum Qualifications

- Valid certification in Athletic Training
- Prior Athletic Training experience is preferred
- Successful completion of pre-employment and annual criminal background checks.
- Completion and maintenance of Prevent and Protect STL safe environment training.

Disclaimer: In compliance with the Americans with Disabilities Act, the Abbey of Saint Louis and Saint Mary / Saint Louis Priory School is committed to providing reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. To request a reasonable accommodation, please reach out to the Director of Human Resources.