



CALVERT COUNTY PUBLIC SCHOOLS
Prince Frederick, Maryland 20678

CERTIFIED ATHLETIC TRAINER

POSITION:

Certified Athletic Trainer

LOCATION:

TBD

POSITION SUMMARY:

Under general supervision, oversees and supervises all aspects of the athletic training program and basic on-site athletic training services for the high school sports programs during regular season, tournament, and post-season athletic events. Clearly demonstrates the ability to perform prevention, assessment, treatment (including first aid), reconditioning and general rehabilitation of athletic injuries as set forth by the National Athletic Trainers' Association (NATA) Board of Certification (BOC). This is a 6-day, 40-hour per week, flexible schedule including evenings, weekends and holidays when school is not open. The work year will be July 1 – May 31 with the ability to flex summer weeks to cover summer camps and practices as required.

REPORTS TO:

School Principal and Supervisor of Athletics

EDUCATION, CERTIFICATION, AND EXPERIENCE:

At the time of application, the candidate must hold or be eligible for:

1. A bachelor's degree from a NATA approved program. Master's degree preferred.
2. State of Maryland Board of Physicians Athletic Training License.
3. CPR/AED Certified (instructor preferred).
4. Experience as a certified/licensed Athletic Trainer preferred.

KNOWLEDGE, ABILITIES, AND SKILLS:

1. Knowledge of federal, state and local laws, regulations and best practices involving health and safety of student athletes.
2. Knowledge of current trends in athletic training.
3. Ability to work effectively with principals, activities directors, coaches, students, parents and the community.
4. Exceptional verbal and written communication skills
5. Demonstrated ability to relate effectively to students, teachers, staff, central office personnel, parents, and community members.
6. Demonstrated ability to utilize and promote equitable practices in all facets of education.
7. Broad-based knowledge and experience in problem solving and conflict resolution.
8. A valid driver's license and motor vehicle insurance.
9. Demonstrated success in accomplishing tasks akin to the responsibilities listed below.
10. Such alternatives to the above qualifications as the Calvert County Public Schools may find appropriate and acceptable.

ESSENTIAL JOB FUNCTIONS, DUTIES & RESPONSIBILITIES:

1. Oversees and supervises all aspects of the local school athletic training program.
2. Attends sports events and practices to provide the needed on-site care.
3. Conducts athlete intake assessments and maintains medical records for all athletes.

4. Coordinates with the activities director to create Emergency Action Plans.
5. Develops customized treatment plans and makes appropriate recommendations for ideal steps in athlete care.
6. Handles clerical tasks such as assisting with budgets, restocking supplies and maintaining inventory.
7. Designs rehabilitation and training programs for athletes.
8. Instructs coaches and athletes in the care and prevention of athletic injuries as well as health and nutrition.
9. Maintains appropriate records and follows required procedures and practices.
10. Oversees the use of the wet-bulb thermometer and ice baths during hot weather.
11. Attends annual conferences regarding athletic training.
12. Attends regularly scheduled meetings with the activity director, principal and/or Supervisor of Athletics.
13. Meets regularly with the medical supervisor.
14. Maintains regular, on-time attendance.
15. Thinks, concentrates, and interacts with others.
16. Works flexible hours as necessary.
17. Works under stress and meets all deadlines.
18. Travel from school to school as necessary.

OTHER DUTIES:

(Duties listed are not intended to be all inclusive nor limit duties that might reasonably be assigned.) Performs related work as required or assigned by the building principal or designee.

PHYSICAL DEMANDS:

As required by the duties and responsibilities of the job, in various environments and work conditions. Standing, sitting, walking, jogging and lifting heavy objects are essential functions.

UNUSUAL DEMANDS:

1. This is a 6-day per week flexible schedule including evenings, weekends and holidays when school is not open.
2. The work year will be July 1 – May 31 with the ability to arrange schedule to cover summer camps as required.
3. May be required to work mandatory overtime hours.

TERMS OF EMPLOYMENT:

Eleven (11) month position. Salary commensurate with qualifications and experience applied to the current Calvert County Public Schools support staff salary schedule (Scale 28). If selected for this position, the candidate must enroll in direct deposit.

FLSA STATUS:

Non-exempt

EVALUATION:

Performance will be evaluated annually in accordance with the policy on evaluation established by the Calvert County Public Schools.

EFFECTIVE DATE OF POSITION:

Immediate Vacancy

APPLICATION PROCEDURE:

This posting will remain open until filled.

All applicants please apply through the applicant tracking system located on the Calvert County Public Schools' website – www.calvertnet.k12.md.us.

References must be directly related to education experience and must include immediate supervisor.

Prior to the filling of any vacancy, permanent employees who have requested a transfer in a timely manner shall be afforded an opportunity meet with the supervisor of the position for which the vacancy exists.

State law requires that anyone hired after October 1, 1986, who will have contact with school children, must be fingerprinted and submit to a criminal background investigation. Federal law requires that a new employee must complete the Employment Eligibility Verification (Form I-9) in person before beginning employment. Employment is conditional upon successful completion of a drug screen. Current employees of the Calvert County Public Schools are exempt from these requirements.

House Bill 486 – Child Sexual Abuse and Sexual Misconduct Prevention Statement

Pursuant to Section 6-113.2 of the Education Article, Annotated Code of Maryland - House Bill 486 - Child Sexual Abuse and Sexual Misconduct Prevention, all applicants are required to report all former employment where direct contact with minors may have occurred. The applicant must submit the contact information of the current employer, all former school employers, and all former employers not school related. Applicants should also include contact information for organizations where the applicant has volunteered, coached, mentored, tutored or otherwise had direct contact with minors.

Nondiscrimination Statement

Calvert County Public Schools does not discriminate on the basis of race, color, religion, sex, age, ancestry or national origin, familial status, marital status, physical or mental disability, sexual orientation, gender identity and expression, or genetic information or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

- Director of Student Services
- Director of Human Resources
443-550-8000

For further information on notice of non-discrimination, visit the Office for Civil Rights Complaint Assessment System at: <https://ocracas.ed.gov> or call 1-800-421-3481.

Anti-sexual, Anti-racial and Anti-disability Harassment Statement

Discrimination can manifest itself in behaviors such as bullying, harassment, or intimidation of individuals.

Calvert County Public Schools does not tolerate any form of harassment including, but not limited to, sexual, racial, or disability. Any individual (student, employee, or community member) who believes that he or she has been subjected to any form of harassment is encouraged to report the allegation of harassment.

Students, parents and community members may report allegations of harassment to:

Ms. Cecelia Lewis
Director of Student Services
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Employees may report allegations of harassment to:

Mr. Zachary Seawell
Director of Human Resources
Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

Calvert County Public Schools is committed to conducting a prompt investigation for any allegation of harassment. If harassment has occurred, the individual will be disciplined promptly. Disciplinary actions for students found to have engaged in any form of harassment may result in suspension or expulsion. Disciplinary actions for employees found to have engaged in any form of harassment may result in suspension or termination.

Calvert County Public Schools encourages all students, parents, employees, and community members to work together to prevent any form of harassment.

For further information on notice of non-discrimination, visit the Office for Civil Rights Complaint Assessment System at: <https://ocrcas.ed.gov> or call 1-800-421-3481.