



Athletic Trainer and Instructor for Foundations of Sports Medicine

Notre Dame High School, Belmont (NDB) is an independent Catholic college preparatory school for young women dedicated to the educational mission of St. Julie Billiart and the Sisters of Notre Dame de Namur.

NDB seeks a motivated Athletic Trainer and Instructor for Foundations of Sports Medicine for the 2026- 2027 academic year. This is a full-time, 8/10 position to include .6 Athletic Trainer and .2 Kinesiology Instructor. This position will report directly to the Director of Athletics and, for the academic portion of the role, to the Dean of Academics.

Major Duties and Responsibilities

- Manage and document all aspects of healthcare for NDB student-athletes participating in 17 sports
- Provide medical coverage for all home practices and competitions, as well away (travel) competitions as needed
- Provide first aid, injury assessment, treatment, rehabilitation, and prevention of athletic injuries for all student-athletes
- Communicate with athletic staff, coaches, parents, and student-athletes about athletic-related injuries and safe return-to-sport
- Coordinate smooth transition of care and open communication between NDB Athletic staff and treating physicians, physical therapists, and other healthcare practitioners
- Manage preparticipation examinations and injury reporting using a medical record-keeping and injury-reporting system
- Maintain inventory within the athletic training room budget and assist the athletic staff with administrative duties for the athletic department as needed
- Develop and maintain emergency action plans (EAP's) for on and off-campus athletic facilities
- Maintain a high standard of continued professional development
- Kinesiology Instructor for the upper division *Foundations of Sports Medicine* course (teaching basic injury assessment, treatment, rehabilitation, and prevention).

Qualifications

- Current NATABOC certification required
- Current certification in CPR/Emergency Cardiac Care required

- Bachelor's Degree in Kinesiology with a concentration in Athletic Training or a related field required
- Master's degree in Kinesiology or related field strongly preferred
- Demonstrated organizational and communication skills
- Significant post-certification work experience preferred
- Previous high school teaching experience desired
- Additional certifications preferred

Salary and Benefits

Salary is based on education and years of experience. This position is eligible for benefits. The salary scale for 2025-2026 is included for the current year, but it will increase annually.

Interested candidates should submit a letter of intent, resume, and three letters of recommendation through the EdJoin.org website:

<http://www.edjoin.org/Home/Jobs?countyID=0&districtID=3494>