Job Description
MOORE PUBLIC SCHOOLS

Job Title: **Assistant Athletic Trainer**

Qualifications:

Credentials: Board of Certification (BOC) Certified, Oklahoma State Medical Board of Licensure, National Provider Identifier (NPI Number), current CPR and First Aid Certification, Oklahoma Teaching Certificate (preferred)

Education: Bachelor's degree/Master's preferred, Certified Athletic Trainer

Special Skills, Knowledge, Abilities:
Communication skills: Basic communication skills to exchange information (oral, written, digital format), ability to communicate clearly in a high-stress/pressure environment, ability to think critically and make independent decisions regarding injury assessment, treatments, rehabilitation, and return to play decisions per state licensure guidelines and district policies.

Must have the ability to organize, prioritize, and perform multiple tasks.

Uses specialized equipment with expertise acquired through extensive experience and/or training. Such therapies include cryotherapy, thermotherapy, hydrotherapy, ultrasound, pain management, medical record keeping, etc. Must be familiar with Universal Precautions.

Job Goals (Purpose of Position): Performs professional-level preventive care and rehabilitation duties under minimal supervision to provide the prevention, care, and rehabilitation of athletic-related injuries to the students. In addition, provides emergency first aid not only at athletic events but also at the assigned school sites.

Contact with Others: An incumbent in this position has regular contact by telephone or in-person with other members of the staff, medical community, and public to determine actual information needed.

Other Performance Measures: Successful performance of the job requires good customer service/people skills to work with the school, families of students, and medical professionals. It requires following health and safety guidelines and policies so that students and others are protected from accidents or injuries.

It requires the following: school dress standards, proper attendance or leave policies, and other work-habit concerns. May require working on days when school is not in session to ensure proper medical coverage for activities, which may include holidays. Creativity, initiative, and effective problem-solving are critical to the success of the position. In addition, must maintain a positive attitude and be cooperative toward other staff members, the public, and students within the educational system.

Essential Job Functions (Performance Responsibilities):

1. Assists Head Athletic Trainer with providing athletic training services as assigned by Head Athletic Trainer. Such coverage includes being at practice if possible and games in case of injury.

2. On site injury evaluation at assigned Jr. high school as necessary.

3. Works with a supervising physician to ensure the best health care possible is provided. Works within the guidelines of the established protocol. Such protocol allows for primary injury assessment, emergency first aid, and transportation of the injured. It also includes assisting medical providers in criteria to release injured person to Return to Learn Protocols/ Return to Play decisions, to work with coaches on protective equipment/padding, and includes pre-season screenings.

4. Assumes responsibility for the maintenance and use of all therapeutic modalities under the athletic trainer's charge.

5. Attends to the emergency first-aid needs of all students at the assigned school.

6. Establishes and supervises an athletic training student aide program. The athletic trainer should keep current of all major advances in sports medicine.

7. Serves as a consultant to student athletes on topics that could affect their health or performance. Consults with coaches and players on matters pertaining to flexibility, conditioning, and other environmental conditions, putting the athlete at risk. Must keep an open/professional mind toward the athletic program's purposes and the athlete's capabilities or limitations.

8. Provides care and rehabilitation for all athletes under the athletic trainer's charge. Under protocol, acts as a liaison between coaches, family, school personnel and the physician.

9. Assists in the ordering of all supplies and equipment needed for each school year.

10. Assist in providing for the physical examination of all athletes before each season begins.

11. Performs other duties as assigned by the Head Athletic Trainer.

12. Performs such other duties that might fall within his/her jurisdiction, or which may be assigned to him/her by the District Athletic Director, Principals, or Superintendent.

13. Reports all maintenance orders to the site's Athletic Facilitators.

Supervision Exercised: An incumbent does not supervise other staff members but may be a mentor to other non-certified athletic training students and athletic training student aides.

Site: Various – Assigned High School and feeder Jr. High Schools

Reports To: Head Athletic Trainer/District Athletic Director/Site Principal/Site Athletic Facilitators

Physical/Mental Requirements and Working Conditions:
Employee's job requires frequent carrying/lifting to haul equipment to the site, and occasional lifting of up to 100 pounds to transfer a student on a stretcher. Employees must possess manual dexterity/visual ability to operate a vehicle/van, get to the various sites, and properly use/apply modalities/therapies/equipment effectively. Employees must use due concern to prevent the spread of infection. Employees will be subject to random drug tests each year, along with other employees working in positions in which responsibilities and conditions could require them to transport students in school district vehicles.

Terms of Employment:	Hours Equivalent to 235 days as coordinated by District and Site Administration or Designee
Salary:	To be established by the Board
Evaluation:	Performance of this job will be evaluated in accordance with Board policy

Approved 02/13/2023
Revised 12/09/2024