Athletic Trainer

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 for the 2026- 2027 academic year. This is a part-time, 6/10 position at .6 FTE. This position will report directly to the Director of Athletics.

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

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
- Demonstrated organizational and communication skills
- Significant post-certification work experience preferred

Salary and Benefits

The annual salary for this position is $55,000. Please note that this position is not eligible for benefits.

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