

**Job Title:** HEAD ATHLETIC TRAINER  
**Reports to:** Athletic Director  
**Dept./School:** Athletics  
**Wage/Hour Status:** Exempt  
**Date Revised:** 2014-2015

### **Primary Purpose**

Plan, coordinate, and supervise all components of athletic training program for student athletes. Also work under the direction of team physician to carry out activities in the following areas: prevention, evaluation, emergency treatment, physical reconditioning, and rehabilitation of injuries.

## **QUALIFICATIONS**

### **Education/Certification**

Bachelor's degree  
Valid license from Texas Advisory Board of Athletic Trainers

### **Special Knowledge/Skills**

Ability to provide injury prevention and rehabilitation services  
Ability to provide emergency care  
Knowledge of therapeutic modalities  
Ability to apply appropriate treatment to treat student athletic injuries  
Ability to instruct and supervise student athletes and assistants  
Excellent organizational, communication, and interpersonal skills

### **Experience**

Three years experience as an athletic trainer

## **MAJOR RESPONSIBILITIES AND DUTIES**

### **Illness/Injury Prevention and Treatment**

1. Plan and implement a comprehensive athletic injury and illness prevention program for student athletes.
2. Attend practice sessions and athletic contests as assigned by athletic director.
3. Establish and maintain effective communication with students, parents, medical and paramedical personnel, coaches, and other staff.
4. Provide physical conditioning training to student athletes.
5. Fit injured athletes with specialized equipment and oversee its use.
6. Prepare athletes for games and practices by conducting evaluations and using tape, wraps, splints, braces, and other protective devices as needed.
7. Respond to emergencies and make quick, independent judgments about how to deal with injuries.
8. Identify acute injuries and provide first-aid triage, including assessing injuries and deciding whether an athlete should seek further medical attention and should discontinue participation in the athletic event.
9. Establish specific procedures to be carried out by a coach or student trainer in the event of a medical emergency.
10. Detect and resolve environmental risks to athletes.

**Rehabilitation/Reconditioning**

- 11. Plan and put in place a general rehabilitation and reconditioning program for injuries and illnesses sustained by student athletes.
- 12. Determine therapeutic goals and objectives for individual athletes.
- 13. Apply therapeutic modalities and instruct athletes on proper use of exercise equipment.
- 14. Evaluate and record rehabilitation progress of athletes. Develop criteria for progression and return to practice and competition.
- 15. Follow professional, ethical, and legal parameters regarding use of drugs and therapeutic agents for treatment and rehabilitation of injured athletes.

**Administration**

- 16. Coordinate scheduling of athletic physical examinations and screening.
- 17. Select, train, and supervise student assistants.
- 18. Compile, maintain, and file all physical and computerized reports, records, and other documents including medical, accident, and treatment records as required.
- 19. Maintain an inventory of training supplies and equipment. Requisition additional supplies as needed.

**Other**

- 20. Perform other duties assigned by supervisor.
- 21. Maintain confidentiality of information.

**Supervisory Responsibilities**

- 22. Supervise the work of student assistants and Assistant Athletic Trainer.

**EQUIPMENT USED**

Exercise equipment and devices including stationary bike, pulleys, weights, whirlpool, paraffin bath, ultrasound equipment, and cold/hot packs.

**WORKING CONDITIONS**

**Mental Demands/Physical Demands/Environmental Factors**

Maintain emotional control under stress. Continual walking and standing; moderate lifting and carrying; stooping, bending, kneeling, and reaching. Work outside (exposure to sun, heat, cold, and inclement weather) and inside. Exposure to biological hazards, bacteria, and communicable diseases. Frequent district-wide and statewide travel; frequent prolonged and irregular hours.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_