

Hathaway Brown School Job Description

Job Title: Athletic Trainer
Department: Athletic Department
Reports to: Director of Athletics and Physical Education/Assistant Athletic Director(s)
FLSA Status: Exempt

SUMMARY The Athletic Trainer at Hathaway Brown School is a 12-month salaried position and an integral part of the Athletic Department. The Athletic Trainer is responsible for injury assessment/treatments/rehabilitations for student-athletes while operating under a team physician.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

The athletic trainer will practice said profession within the parameters of the OPTTAT as laid out by the State of Ohio and will follow both the Standards of Practice and Code of Ethics as set forth by the National Athletic Trainers Association. These duties are based on the needs of the school and its athletic programs. The athletic trainer's duties, enumerated in this document, should not be considered all-inclusive. The Director of Athletics and Physical Education, as necessary, shall modify duties. The athletic trainer will be present at home athletic contests and practices and shall attend other post-season and home-hosted contests as directed by the Athletic Department.

- Provide first aid and injury assessment/treatment/rehabilitation/reconditioning for student-athletes. The athletic trainer will also be responsible for making appropriate physician referrals.
- Provide coverage at home events and practices.
- Supervise the clearance of athletes prior to and during the sports seasons verifying the appropriate paperwork has been received.
- Maintain a line of communication with the team physician(s) and school regarding athletic health care and recommended treatment/rehabilitation for all athletic injuries, along with any potential Return To Learn plans.
- Maintain an effective and efficient athletic training room.
- Maintain communication with parents on the care & treatment of their student-athletes.
- File all necessary reports associated with athletic injuries and/or incidents.
- Maintain a daily treatment log.
- Maintain all electronic record keeping and update Magnus Health.
- Oversee the ordering of supplies and equipment pertaining to the athletic training room and maintain an up-to-date inventory while within budget.
- Equip each team with appropriate medical equipment and emergency contact information.
- Assist in the selection and fitting of protective equipment, including special taping, pads, or braces.
- Create a safe playing environment by monitoring and controlling environmental risks.
- Share professional literature relative to athletic training with the school's coaching staff.
- Host CPR/AED courses for the coaching staff.
- Work with the Athletic Department to develop effective EAPs and maintain safety equipment.
- Teach and implement a limited number of physical education classes including grading and attendance in the myHB system.

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the

knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- Minimum of a Bachelor's degree
- Experience in an educational institution preferred
- Active OPTTAT Athletic Training License in good standing
- Intermediate to advanced experience in Google Office suite
- American Red Cross CPR/AED Instructor preferred or willing to train within 90 days of hire
- Experience with Magnus Health preferred or willingness to train

LANGUAGE SKILLS

- Strong oral and written communication skills.
- Ability to communicate with all constituencies of Hathaway Brown School's diverse community in a consistently diplomatic and professional manner.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

DIVERSITY, EQUITY, AND INCLUSION An equal opportunity employer, Hathaway Brown believes that a multicultural perspective is an essential element of a 21st Century education, and values diversity in its student body, faculty, and staff. Compensation and opportunities for professional growth are exceptional.

Hathaway Brown School is committed to building a diverse, equitable, and inclusive learning community through our admission policies, hiring practices, professional development, curricular and extracurricular programming, and school culture. The representation and full engagement of the diverse points of view of individuals with varied life experiences is a source of strength and wisdom that enriches the learning environment and fuels innovation and growth, particularly as students are prepared for lives of strong character, public service, and leadership.

HB respects and affirms the dignity and worth of each member of our community. These values of diversity, equity, and inclusion are rooted in our mission; our motto, "We Learn Not for School but for Life"; and our Community Agreement, and it is our expectation that all those affiliated with the institution uphold and demonstrate these shared values both in spirit and in practice at all times.