

Sample Job Description: Fire Department

**SUMMARY OF COMPANY**

*Enter a brief description of who is hiring the AT.*

**POSITION TITLE:** Athletic Trainer

**REPORTS TO:** Medical Director

**QUALIFICATIONS:**

**Required**

**YEARS OF EXPERIENCE:** *Entered preferred years of experience here*

**EDUCATION:** Master's Degree

**CERTIFICATION/LICENSES:** Must be BOC certified and possess state athletic training licensure, certification or registration. NPI Number Required.

**KNOWLEDGE, SKILLS AND ABILITIES**

- Applied Knowledge: Athletic trainers must have knowledge about a large range of medical problems. Assessment and evaluation skills and working with other healthcare professionals will be required.
- Decision-Making Skills: Ability to think critically and make independent decisions regarding the assessment, treatment, rehabilitation and return to play decisions per state licensure guidelines.
- Attention to Detail: Athletic trainers should be thorough and detailed with injury tracking and documentation
- Interpersonal Skills: Ability to communicate effectively in high stress/pressure situation when talking to patients, medical professionals, staff and families.
- Must have strong oral communication skills (reading, writing, speaking and comprehension).
- Must have the ability to organize, prioritize and perform multiple tasks with little or no supervision.
- Must have the ability to demonstrate fitness exercises and maintain physical condition appropriate to the performance of the assigned duties and responsibilities.

**Recommended/Preferred:** Experience as an Athletic Trainer in a Public Safety Environment

**SPECIFIC DUTIES & RESPONSIBILITIES:**

- Provide onsite care and management of work and non-work related injuries and illnesses including: prevention, evaluation, management and rehabilitation.
- Apply dressings, tape, braces and bandages in accordance to appropriate injury management.
- Provide patients with referrals to physicians as necessary.
- Develop and implement rehabilitation programs for injured employees.

- Coordinate and implement injury prevention programs and customized preventative strategies to each patient.
- Minimize risk of injury through awareness, education and ergonomic recommendations.
- Provide functional duty assessment to determine an employee's readiness to return to full duty.
- Perform administrative duties, medical record documentation, medical resources management and maintenance, and other duties as assigned by the Medical Director.
- Provide case management for all employees.
- Assist in developing individual exercise plans for fitness program participants.
- Must be familiar with the job requirements, techniques, and training associated with the various aspects of firefighting, rescue, EMS, and water rescue.
- Track and analyze injury data and provide reports to Medical Director.
- Provide general health and nutrition education.

**NUMBER/DESCRIPTION OF PATIENTS RESPONSIBLE FOR:** *Provide number of patients and patient population the AT is responsible for.*

**TRAVEL REQUIREMENTS:** *List any travel requirements here.*

#### **PHYSICAL REQUIREMENTS**

Work is medium demand including occasional lifting/carrying of greater than 15 pounds, visual acuity, speech and hearing, hand and eye coordination and manual dexterity necessary to operate equipment. The following movements may be required to perform essential functions: sitting, standing, reaching, walking, running, twisting, climbing, balancing, stopping, kneeling, pushing, pulling, and lifting. Working conditions are in both indoor and outdoor. May be exposed to moving mechanical parts, outdoor weather conditions, and high noise levels.

**SUPERVISORY RESPONSIBILITIES:** *List if any or "No Supervisory Responsibilities"*

#### **ADDITIONAL QUALIFYING FACTORS**

- *Is there a pre-employment drug test that must be passed?*
- *Is there a background screening check that must be passed?*
- *Is transportation to/from work a necessity?*
- *Is holding a valid driver's license a necessity?*
- *This is also where Shareholder Preference, Equal Opportunity Employments, and any other legal disclaimers would be placed within the job description.*

**WEBSITE OF HIRING ORGANIZATION LINK HERE**

Sample Job Description: Law Enforcement

**SUMMARY OF COMPANY**

*Enter a brief description of who is hiring the AT.*

**POSITION TITLE:** Athletic Trainer

**REPORTS TO:** Medical Director

**QUALIFICATIONS:**

**Required**

**YEARS OF EXPERIENCE:** *Entered preferred years of experience here*

**EDUCATION:** Master's Degree

**CERTIFICATION/LICENSES:** Must be BOC certified and possess state athletic training licensure, certification or registration. NPI Number Required.

**KNOWLEDGE, SKILLS AND ABILITIES**

- Applied Knowledge: Athletic trainers must have knowledge about a large range of medical problems. Assessment and evaluation skills and working with other healthcare professionals will be required.
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- Must have strong oral communication skills (reading, writing, speaking and comprehension).
- Must have the ability to organize, prioritize and perform multiple tasks with little or no supervision.
- Must have the ability to demonstrate fitness exercises and maintain physical condition appropriate to the performance of the assigned duties and responsibilities.

**Recommended/Preferred:** Experience as an Athletic Trainer in a Public Safety Environment

**SPECIFIC DUTIES & RESPONSIBILITIES:**

- Responsible for the prevention, evaluation, management and rehabilitation of injuries and illnesses.
- Perform administrative duties, medical record documentation, medical resources management and maintenance, and other duties as assigned by the Medical Director.

- Attend scheduled high risk activities such as the Physical Fitness Test (PFT), Point Runs, NA Challenge Runs, and other events as assigned. Must be aware of the Physical Training/Defensive Tactics and NA programs, techniques and training provided throughout each curriculum.
- Educate instructors and students in the prevention of athletic injuries.
- Maintain cleanliness and functional maintenance of athletic training equipment and supplies.
- Follow universal precautions and reduce transmission of communicable diseases.
- Provide injury reports to appropriate personnel and medical director as required.

**NUMBER/DESCRIPTION OF PATIENTS RESPONSIBLE FOR:** *Provide number of patients and patient population the AT is responsible for.*

**TRAVEL REQUIREMENTS:** *List any travel requirements here.*

### **PHYSICAL REQUIREMENTS**

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