

Sample Job Description: Industrial Setting

SUMMARY OF COMPANY

Enter a brief description of who is hiring the AT

POSITION TITLE: BOC Certified Athletic Trainer

REPORTS TO: Medical Director, Program Manager

QUALIFICATIONS:

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

EDUCATION: Bachelor's or Master's Degree

CERTIFICATION/LICENSES: Must be BOC certified and possess state athletic training licensure, certification or registration. NPI Number Required. *You may be required to maintain additional certifications to perform all of the essential functions of the job assigned*

KNOWLEDGE, SKILLS AND ABILITIES

- Effective written (including proper grammar and spelling) and oral communication skills with individuals as well as group settings
- Needs to show exceptional ability to engage employees in an industrial field
- Leadership: the ability to guide, coach or influence others to embrace company mission
- Able to focus, organize, and prioritize delivery of services
- Ability to work without direct supervision
- Proficient with Microsoft Word, Excel, and PowerPoint and ability to conduct online research
- Proficient with the Athletic Training System (ATS) and client database
- Comfortable in the delivery of service in various work environments such as manufacturing, warehousing, office and outdoors.

SPECIFIC DUTIES & RESPONSIBILITIES:

- Onsite care and management of work and non-work related injuries and illnesses including: prevention, evaluation, management and rehabilitation.
- Assess risk of injury, perform ergonomic evaluation and coaching, self-care implementation and overall wellness promotion.
- Assists the Program Manager to establish strategic goals that match company services and resources to the needs of the patient.
- Documents all company service interactions in the company and client (if applicable)
- Integrates with the customer and participates in client meetings and on client committees as delegated by the Program Manager.
- Advances professional and technical knowledge by completing educational workshops, obtaining advanced certifications, completing virtual courses, reviewing professional

publications, establishing strategic networks, collaborating with other professionals and benchmarking state-of-the-art practices.

- Assists the Program Manager in the development of a marketing plan for the integration and advancement of company services.
- Proactively create a culture of personal health and responsibility through the development, distribution, delivery and posting of educational materials utilizing available client distribution/posting resources.
- Ensures that the security of sensitive records (hard copy and computerized) is maintained at all times.
- Maintains safe, clean, and neat areas for the delivery of company services.

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. Lifting 50 pounds maximum with lifting and/or carrying of objects. Medium strength is required to position patients for examination. May assist patients as needed, helping them on and off the exam table and/or bed.

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