



## WEST WINDSOR-PLAINSBORO REGIONAL SCHOOL DISTRICT JOB DESCRIPTION

**Job Title:** Athletic Trainer  
**Department:** Athletics  
**Reports To:** Athletic Director  
**Salary Guide:** Stipend  
**Prepared Date:** 14 June 2022

**Position Summary:** Evaluates physical condition and advises and treats athletes to maintain maximum physical fitness for participation in athletic competition by performing the following duties.

**Qualifications:** Master's degree (M. A.) or equivalent; or four to ten years' related experience and/or training; or equivalent combination of education and experience. NATABOC certification (National Board Certification for Athletic Trainers), Licensed Athletic Trainer (via NJ Board of Medical Examiners) Current CPR/first-aid certification. NJ DOE School Athletic Trainer certificate

### Essential Duties and Responsibilities

- Prescribe routine and corrective exercises to strengthen muscles.
- Make nutrition recommendations to improve the health and wellness of athletes.
- Treat parts of players' bodies to relieve soreness, strains, and bruises.
- Render first aid to injured players such as giving artificial respiration, cleaning and bandaging wounds, and applying heat and cold to promote healing. Calls Physician for injured persons as required.
- Wrap ankles, fingers, or wrists of athletes in synthetic skin, protecting gauze, and adhesive tape to support muscles and ligaments.
- Treat chronic minor injuries and related disabilities to maintain athletes' performance.
- Give heat and diathermy treatments as prescribed by health services.
- Maintain communication with the school nurse regarding injuries and or/illnesses of student athletes.
- Assist coaches in the proper fitting of athletic equipment for maximum safety.
- Read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Write routine reports and correspondence.
- Solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.

- Interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- All other duties as assigned.

### **TECHNOLOGY SKILLS**

Proficient in software applications pertinent to role, including but not limited to Microsoft Office, Microsoft Excel, Google Suite, Raptor technologies, personnel database software, IEP software program, Genesis Employee Portal and Student Information System.

### **EVALUATION OF PERFORMANCE**

Performance of this position will be evaluated annually by the Athletic Director in accordance with the New Jersey Administrative Code and Board of Education policy.

### **PHYSICAL DEMANDS**

The physical demands described in this job description 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. Physical demands include: occasional bending, pushing, and moving; lifting of objects with a strength factor of light work; dexterity of hands and fingers to operate a variety of standard office equipment; clarity of vision at varying distances; verbal, auditory, and written capabilities to effectively communicate in an articulate manner; and stooping, kneeling, lifting and standing for extended periods of time. CPR and First Aid certification required.

### **TERMS OF EMPLOYMENT**

Salary and benefits as determined by the Board of Education and any applicable and collective negotiations agreement.

The information contained in this job description is reviewed and approved by the Board of Education and may be modified as district and state requirements evolve. This job description does not constitute a written employment contract.

### **NEW JERSEY FIRST ACT**

New Jersey First Act, N.J.S.A. 52:14-7 (L. 2011, Chapter 70), requires employees of all school boards to reside in the State of New Jersey unless otherwise exempted under the law.

## AMERICANS WITH DISABILITIES ACT STATEMENT

External and internal applicants, as well as employees who become disabled, must be able to perform the essential functions listed on this job description either unaided or with reasonable accommodation. The West Windsor-Plainsboro School District shall determine reasonable accommodation on a case-by-case basis in accordance with applicable law, in the event such a determination becomes necessary.

**The West Windsor-Plainsboro Regional School District** is proud to be an Equal Employment Opportunity and Affirmative Action employer. The district does not discriminate based upon race, religion, color, national origin, gender (including pregnancy, childbirth, or related medical conditions), sexual orientation, gender identity, gender expression, age, status as a protected veteran, status as an individual with a disability, or other applicable legally protected characteristics.

Board Approval Date: 6/14/2022

Certified by: C. J. Cornella  
Director of Human Resources