Athletic Trainer Job Description

Job Title	Athletic Trainer
Compensation Level	E115 Exempt Compensation Model
Work Calendar	Extended School Year
Updated	November 2026
FLSA Status	Exempt

Position Purpose

The Athletic Trainer is a licensed health care professional who provides comprehensive, evidence-informed athletic health care for EWSD secondary-school student-athletes. Working collaboratively with students, families, coaches, school nurses, administrators, and other health care providers, the Athletic Trainer reduces health and safety risks; evaluates and manages injuries and illnesses; responds to emergencies; supports rehabilitation and safe return to learning and participation; and administers the school athletic training program. The Athletic Trainer exercises independent clinical judgment within the professional scope of practice and provides coverage for assigned practices, home contests, and postseason events.

Essential Roles and Functions

The following responsibilities are organized around the five domains in the current Board of Certification Practice Analysis. The duties describe the primary work of the position; other related duties may be assigned.

Domain 1 Risk Reduction Wellness and Health Literacy

- Identify health and safety risks associated with student-athletes, activities, facilities, equipment, environmental conditions, and individual medical history, and recommend appropriate controls.
- Support preparticipation processes by reviewing required health information, identifying the need for follow-up or referral, and collaborating with the school nurse and other authorized personnel regarding participation readiness.
- Develop and implement evidence-informed prevention practices addressing areas such as conditioning, hydration, heat acclimatization, environmental monitoring, communicable disease, equipment fitting, and protective taping, bracing, or padding.
- Educate student-athletes, families, coaches, and staff about injury and illness prevention, recognition and reporting, safe participation, recovery, nutrition and hydration, and other relevant health topics within the Athletic Trainer's scope of practice.
- Recognize health concerns that require referral, including concerns involving physical health, mental health, nutrition, substance use, or other factors affecting safe participation, and connect the student with appropriate school or community resources.

Domain 2 Assessment Evaluation and Diagnosis

- Perform timely, systematic evaluations of athletic and orthopedic injuries and illnesses using appropriate history, observation, examination, clinical reasoning, and evidence-informed assessment techniques.
- Formulate a clinical impression within the Athletic Trainer's scope of practice; identify red flags and the level of urgency; and determine when emergency care, medical referral, diagnostic testing, or other follow-up is needed.
- Recognize and manage suspected concussion and other head injuries in accordance with Vermont law, district procedures, and current clinical guidance.
- Communicate findings, participation status, restrictions, referrals, and follow-up needs clearly and promptly to the student-athlete and, as authorized or required, to the family, coaches, school nurse, administrators, and treating providers.
- Use independent clinical judgment to remove or withhold a student-athlete from participation when continued activity may create an unreasonable health or safety risk.

Domain 3 Critical Incident Management

- Provide immediate, evidence-informed care for acute and potentially life-threatening conditions, activate emergency medical services when indicated, and coordinate transfer of care.
- Maintain current competence and readiness to respond to emergencies involving sudden cardiac arrest, airway compromise, anaphylaxis, asthma, exertional heat illness, head or spine injury, shock, severe bleeding, diabetic emergencies, mental health crises, and other critical incidents.
- Collaborate with school administrators, coaches, the school nurse, local emergency responders, and other partners to develop, review, communicate, and rehearse venue-specific athletic emergency action plans at least annually and after significant incidents or changes.

- Inspect and maintain emergency equipment, first-aid supplies, and emergency action procedures for assigned venues.
- Complete required incident documentation, notifications, debriefing, and follow-up, and recommend corrective actions or program improvements when appropriate.

Domain 4 Therapeutic Intervention

- Develop, implement, document, and adjust individualized, evidence-informed plans of care for athletic and orthopedic injuries and illnesses within the Athletic Trainer's scope of practice and any applicable medical direction or referral.
- Provide appropriate therapeutic interventions, including first aid, wound care, taping and bracing, therapeutic exercise, rehabilitation, reconditioning, and other permitted techniques or modalities.
- Monitor clinical response and functional progress, identify complications or lack of progress, and modify the plan of care or refer to another health care provider as needed.
- Coordinate care with physicians, physical therapists, school nurses, mental health professionals, and other providers while respecting the roles, treatment plans, and clinical authority of each professional.
- Guide safe, progressive return to learning, activity, practice, and competition in accordance with applicable law, district procedures, current clinical guidance, provider instructions, and the student-athlete's functional status.

Domain 5 Health Administration and Professional Responsibility

- Maintain complete, accurate, timely, and secure health records, including evaluations, treatments, referrals, communications, restrictions, outcomes, and return-to-participation documentation, using approved district systems.
- Protect student privacy and confidentiality and share health information only as permitted or required by law, professional standards, and district procedures.
- Develop, review, and implement athletic health care policies and procedures, including protocols for concussion, environmental conditions, communicable disease, emergency response, medical referrals, and participation status.
- Plan and provide athletic training coverage for assigned practices, home contests, tournaments, postseason events, and other activities; communicate coverage limitations and unresolved safety needs promptly to the Athletic Director.
- Manage the athletic training facility and supplies, including sanitation, infection-control procedures, medication and sharps precautions as applicable, inventory, equipment maintenance, purchasing recommendations, and budget input.
- Use health information, incident trends, and program data to support quality assurance, risk reduction, and continuous improvement of athletic health services.
- Maintain all required licenses, certifications, continuing education, and professional competence; practice within legal and professional boundaries; and comply with the BOC Standards of Professional Practice.
- Serve as a mandated reporter and comply with applicable federal and state law, Vermont Principals' Association requirements, district policies and procedures, the EWSD Code of Conduct, and reasonable supervisory directives.
- Contribute to a respectful, inclusive, student-centered, and professional environment and communicate effectively with students, families, colleagues, officials, visiting teams, and health care partners.

Supervision Received

The Athletic Trainer reports to and is evaluated by the Director of Student Activities, with input from the Lead Athletic Trainer when applicable. The position will receive operational direction from the Lead Athletic Trainer. Clinical decisions must remain within the Athletic Trainer's professional scope of practice and may not be overridden by nonmedical personnel.

Supervision Exercised

This position does not ordinarily have direct supervisory responsibility. The Athletic Trainer may provide work direction, orientation, or mentoring to substitute or per diem athletic trainers, interns, students, volunteers, or other authorized personnel; however, tasks may be delegated only when permitted by law, professional standards, and district procedure.

Qualifications

Area	Requirements
Education and Experience	● Degree from a professional athletic training program accredited by the Commission on Accreditation of Athletic Training Education or an equivalent program recognized for the individual's certification pathway. ● Master's degree in athletic training or a related field preferred. Candidates certified through an earlier bachelor's-level pathway remain eligible. ● Experience providing athletic training services in a secondary-school, interscholastic, collegiate, clinical outreach, or comparable setting preferred.
Licensure and Credentials	● Current Board of Certification credential in good standing. ● Current, unrestricted Vermont Athletic Trainer license, or eligibility to obtain the license before beginning work.

Area	Requirements
	● Current BOC-compliant Emergency Cardiac Care certification at the professional rescuer or health care provider level, including CPR and AED skills demonstration. ● Ability to complete all required criminal records and child and adult abuse registry checks.
Clinical Knowledge	● Current knowledge of the five domains of athletic training, evidence-informed practice, secondary-school sports medicine, adolescent development, emergency action planning, concussion management, environmental illness, and rehabilitation and reconditioning. ● Knowledge of applicable Vermont law, professional scope-of-practice requirements, privacy and documentation obligations, and school athletic rules.
Skills and Abilities	● Sound clinical reasoning and independent judgment, including the ability to recognize emergencies and make time-sensitive participation and referral decisions. ● Strong oral, written, and interpersonal communication skills and the ability to explain clinical information clearly to students, families, coaches, school personnel, and health care providers. ● Strong organization, documentation, technology, inventory, scheduling, and program-management skills. ● Ability to remain calm under pressure, manage competing priorities, maintain professional boundaries and confidentiality, and work collaboratively within a diverse school community.
Schedule and Mobility	● Ability to work a variable schedule that includes afternoons, evenings, weekends, school vacations, and postseason events as assigned. ● Ability to travel between district athletic venues and accompany teams when assigned.

Physical Demands

The employee must be able to perform the essential functions of the position, with or without reasonable accommodation. The work regularly requires standing, walking, seeing, hearing, speaking, using hands and fingers, operating computers and medical equipment, and moving quickly across indoor and outdoor athletic areas. The employee frequently bends, kneels, crouches, reaches, pushes, pulls, and assists with the movement or stabilization of injured individuals. The employee must be able to lift and carry supplies and equipment and, with appropriate assistance and safe technique, help move or transfer an injured person. The position also requires sustained attention, rapid decision-making, and effective performance during medical emergencies and other stressful situations.

Activity	Frequency	Essential
Seeing, hearing, speaking, and communicating	Constantly	Yes
Standing and walking across indoor and outdoor venues	Frequently	Yes
Hand and finger dexterity; computers and medical equipment	Frequently	Yes
Lifting or carrying supplies and equipment up to 50 pounds	Frequently	Yes
Assisting with movement or transfer of an injured person	Occasionally	Yes
Bending, kneeling, crouching, reaching, pushing, and pulling	Frequently	Yes
Driving or traveling between assigned venues	Occasionally	As assigned
Managing emergencies, stress, and interpersonal conflict	Frequently	Yes

Working Conditions

Work is performed in athletic training facilities, gymnasiums, fields, rinks, courts, school buildings, and other practice or competition venues. The employee is frequently exposed to outdoor weather, variable temperatures, noise, uneven terrain, crowds, bodily fluids, infectious disease, cleaning products, and other conditions associated with health care and athletics. Appropriate personal protective equipment and infection-control practices must be used. The schedule varies by athletic season and may include extended days, evenings, weekends, holidays, school vacations, and travel between sites.

Other Duties and Reasonable Accommodation

This job description identifies the general nature and level of work performed and is not intended to contain a comprehensive listing of every duty, responsibility, or qualification. Duties and assignments may change based on student, program, or district needs. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Non Discrimination

EWSD is committed to maintaining a work and learning environment free from unlawful discrimination and harassment. Employment decisions are based on qualifications, performance, and operational needs and are made without regard to any status protected by federal or Vermont law.