

# JOB DESCRIPTION

**Job Title** Athletic Trainer  
**Reports to** Principal/Athletic Director  
**Dept/School** Department/School

**Job Title Code** 162020  
**Wage/Hour Status** 11 Month-Exempt  
**Pay Grade** 801  
**Date Revised** August 27, 2025

## Primary Purpose

Plan, coordinate, and supervise components of athletic training program for student athletes. Provide a form of healthcare that includes the practice of preventing, recognizing, assessing, managing, treating, disposing of, and reconditioning athletic injuries under the direction of a physician licensed in the State of Texas.

## Education/Certification

- Bachelor's Degree
- Valid license from Texas Advisory Board of Athletic Trainers (must obtain within 60 days of hire date in Nationally Certified prior to hiring)
- Current CPR/First Aid Certification (must obtain within 30 days of employment)
- Current Concussion Management Training – 2 hours (must obtain within 30 days of employment)

## Special Knowledge/Skills

- Ability to plan and implement a comprehensive athletic injury and illness prevention program
- Ability to provide first aid and emergency care for acute athletic injuries and illnesses
- Ability to instruct and supervise student athletes and student trainers
- Ability to coordinate, plan, and implement a comprehensive rehabilitation program for athletic injuries
- Knowledge of therapeutic modalities and ability to treat student athletes
- Excellent organizational, communication, and interpersonal skills

## Experience

- Prior experience not required

## Major Responsibilities and Duties

1. Plan and implement a comprehensive, preventive, rehabilitation and reconditioning program for injuries and illnesses sustained by student athletes.
2. Determine therapeutic goals and objectives for individual athletes.
3. Apply therapeutic modalities and instruct athletes on proper use of exercise equipment.
4. Evaluate and record rehabilitation progress of athletes.
5. Develop criteria for progression and return to competition.
6. Follow professional, ethical, and legal parameters regarding use of drugs and therapeutic agents for treatment and rehabilitation of injured athletes.
7. Distribute, review and file UIL and EPISD mandated pre-participation physical examinations and participation paperwork.
8. Coordinate scheduling of athletic physical examinations and screening.
9. Compile, maintain, and file reports, records, and other documents including, medical, accident, and treatment records as required.
10. Refer student athletes for medical treatment of injuries; consults with parents before making medical referrals except in case of emergency.
11. Ensure adequate water supplies and first aid are accessible at all practices and contests.
12. Provide water filled coolers and injury ice for both the home and visiting team participants during home events. The only exception will be for Varsity football games where each trainer will provide water and ice for respective teams.

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13. Establish training room hours and cover practices and athletic events as required by campus principal and Director of Athletics.
14. Recruit, select and instruct student trainers in sports medicine.
15. Consult with the EPISD athletic department in developing and implementing annual campus athletic training budget.
16. Submit insurance paperwork along with parent approvals to the Athletic Department.
17. Inform coaches of injuries and participation status of student athletes.
18. Maintain inventory of training supplies and equipment; additional supplies as needed.
19. Recommend safest equipment for student athletes.
20. Instruct student athletic trainers in the basics of athletic training, anatomy, physiology, nutrition, first aid, and emergency care.
21. Prepare student athletic trainers for work in collegiate level athletic training programs.
22. Teach CPR/First Aid to District employees.
23. Oversee the CPR/First Aid Certification for all coaches on respective campus.
24. Travel with teams on out-of-town trips as assigned by Principal and Athletic Director.
25. Cover postseason contests at respective campus and District, regional, and state events assigned by the campus principal and/or Director of Athletics.
26. Perform other duties as assigned by supervisor.

## **Illness/Injury Prevention**

27. Plan and implement comprehensive athletic injury and illness prevention programs for student athletes.
28. Attend practice sessions and athletic contests, as assigned.
29. Identify acute injuries and provide first-aid triage.
30. Detect and resolve environmental risk to athletes.
31. Establish and maintain effective communication with students, parents, medical and allied health professionals, coaches, administration and other staff.
32. Fit injured athletes with specialized equipment and oversee its use.
33. Prepare athletes for games and practice by conducting evaluations, and using tape, wraps, splints, braces, and other protective devices as needed.

## **Supervisory Responsibilities**

None

## **Equipment and Therapeutic Modalities Used**

Exercise equipment and devices including, but not restricted to, stationary bikes, pulleys, weights, whirlpool bath, paraffin bath, ultrasound equipment, electrical muscle stimulation, iontophoresis, phonophoresis, and cryotherapy. Athletic trainer is authorized to use "physical modalities": such as heat, light, sound, cold, electricity, or mechanical devices related to rehabilitation and treatment.

## **Physical and Mental Job Requirements**

### **Mental Demands/Physical Demands/Environmental Factors**

- Maintain emotional control under stress. Continual walking and standing; moderate lifting and carrying; stooping, bending, kneeling, and reaching. Work outdoor (exposure to sun, heat, cold, and inclement weather) and indoor. Exposed to biological hazards, bacteria, and communicable diseases. Frequent districtwide and statewide travel. Frequent prolonged and irregular hours to include: before, during, and after school, Saturdays and holidays.

## **Terms of Employment**

11-month contract; salary to be established by the Board of Trustees

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Date: \_\_\_\_\_

My supervisor has reviewed this job description with me and has provided me with a copy.

Employee: \_\_\_\_\_  
Date: \_\_\_\_\_

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El Distrito Escolar Independiente de El Paso no discrimina en los programas de educación o en prácticas de empleo usando el criterio de raza, color, edad, sexo, religión, origen nacional, estado civil, ciudadanía, estado militar, discapacidad, información genética, estereotipo sexual o sexualidad percibida, u otra práctica prohibida por la ley. Preguntas acerca de la aplicación del título VI, VII o IX, y la Sección 504 pueden ser referidas al oficial del distrito, al 230-2031; preguntas sobre 504 tocante a estudiantes pueden ser referidas al oficial de 504 al, 230-2856.