



# Longview Independent School District

## JOB DESCRIPTION

### GRADUATE ASSISTANT TRAINER

<b>JOB TITLE:</b>	Graduate Assistant Trainer	<b>WAGE/HOUR STATUS:</b>	Exempt
<b>REPORTS TO:</b>	Director Extracurricular Activities/Athletic Director	<b>TERMS:</b>	187 Days
<b>DEPARTMENT:</b>	Athletic	<b>PAY GRADE:</b>	Contract Stipend

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#### PRIMARY PURPOSE:

Plan, coordinate, and supervise all components of athletic training program for student athletes; work under the advice and consent of team physician to carry out activities in the following areas: prevention, evaluation, emergency treatment, physical reconditioning, and rehabilitation of injuries

#### QUALIFICATIONS:

##### Minimum Education/Certification:

Bachelor's degree from an accredited college or university  
Valid License from Texas Advisory Board of Athletic Trainers

##### Special Knowledge/Skills:

- Ability to provide injury prevention and rehabilitation services
- Ability to provide emergency care
- Knowledge of therapeutic modalities and ability to treat student athletes
- Ability to instruct and supervise student athletes and assistants
- Excellent organizational, communication, and interpersonal skills

##### Minimum Experience:

No previous experience required

#### MAJOR RESPONSIBILITIES AND DUTIES:

##### Illness/Injury Prevention

1. Plan and implement a comprehensive athletic injury and illness prevention program for student athletes



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### **MAJOR RESPONSIBILITIES AND DUTIES: (continued)**

#### **Illness/Injury Prevention (continued)**

2. Attend practice sessions and athletic contests as assigned by athletic director
3. Establish and maintain effective communication with students, parents, medical and paramedical personnel, coaches, and other staff
4. Provide physical conditioning/training to injured student athletes
5. Fit injured athletes with specialized equipment and oversee its use
6. Prepare athletes for games and practices by conducting evaluations and using tape, wraps, splints, braces, and other protective devices as needed
7. Identify acute injuries and provide first-aid triage
8. Detect and resolve environmental risks to athletes

#### **Rehabilitation/Reconditioning**

9. Plan and put in place a comprehensive rehabilitation and reconditioning program for injuries and illnesses sustained by student athletes
10. Determine therapeutic goals and objectives for individual athletes
11. Apply therapeutic modalities and instruct athletes on proper use of exercise equipment
12. Evaluate and record rehabilitation progress of athletes; develop criteria for progression and return to competition
13. Follow professional, ethical, and legal parameters regarding use of drugs and therapeutic agents for treatment and rehabilitation of injured athletes

#### **Administration**

14. Coordinate scheduling of athletic physical examinations and screening
15. Select, train, and supervise student assistants



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### **MAJOR RESPONSIBILITIES AND DUTIES: (continued)**

#### **Administration (continued)**

16. Compile, maintain, and file all physical and computerized reports, records, and other documents including medical, accident, and treatment records as required
17. Maintain an inventory of training supplies and equipment; requisition additional supplies as needed

#### **Other**

18. Comply with district policies, as well as state and federal laws and regulations
19. Adhere to the district's safety policies and procedures
20. Maintain confidentiality in the conduct of district business
21. Must be able to perform the essential functions of walking and interacting with students and/or district employees in the specific work site assigned (classroom or office setting)
22. Demonstrate regular and prompt attendance
23. Other duties as assigned

### **SUPERVISORY RESPONSIBILITIES:**

Supervise the work of student assistants

### **EQUIPMENT USED:**

Exercise equipment and devices including stationary bike, pulleys, weights, whirlpool, paraffin bath, ultrasound equipment, and cold packs

### **WORKING CONDITIONS:**

#### **Mental Demands:**

Reading, ability to communicate effectively (verbal and written); maintain emotional control under stress; coordinate district-wide curriculum functions; interpret policy, procedures, and data



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### WORKING CONDITIONS: (continued)

#### Physical Demands/Environmental Factors:

Continual walking and standing; moderate lifting and carrying; stooping, bending, kneeling, pulling, pushing and reaching; work outside (exposure to sun, heat, cold, and inclement weather) and inside.; move small stacks of textbooks, media equipment, desks, and other classroom equipment; repetitive hand motions; prolonged use of computer terminal possible; frequent district-wide travel; occasional state-wide travel; frequent prolonged and irregular hours; possible biological exposure to bacteria and communicable diseases; specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus; must be able to lift 25 to 50 lbs.

**EVALUATION:** Performance Development Appraisal System (PDAS)

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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, duties and skills that may be required. This job description is not an employment agreement or contract. The administration has the exclusive right to alter this job description at any time without notice.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ESTABLISHED/REVISED: March, 2013