



Notice of Job Vacancy #24-040

Posting Date: September 14, 2023

Position: EPIC Certified Athletic Trainer serving Jefferson County Schools

Number of Positions: Two (2)

Employment Term: 235-day employment term pursuant to WV Code §18-5-45 for additional summer needs and sports activities

Salary: Based upon the [FY'24 EPIC Professional Pay Scale](#) with verified years of experience and education

Qualifications:

- Required Proof of Certification with the Board of Certification, Inc. for Athletic Trainers
- Required Certification and registration with the WV Board of Physical Therapy
- Required Ability to obtain a WV Department of Education Athletic Trainer Authorization
- Required Ability to pass an FBI background check

If no certified applicant can be found, those individuals with Current Health Care provider license may be considered.

Position Summary:

The athletic trainer will oversee the health and safety of all student athletes. The athletic trainer will be able to demonstrate an ability to perform the following functions regarding athletic injuries: direction, prevention, immediate care, examination, assessment, and diagnosis, therapeutic intervention, program discontinuation, and organization and administration.

Essential Duties & Responsibilities:

- Demonstrate proper taping, strapping, bracing, and fitting of athletic equipment.
- Carry out all prescribed treatments and recommendations by the team/program/event physician.
- Maintain certification through the Board of Certification, Inc. for Athletic Trainers, and maintain registration with the West Virginia Board of Physical Therapy
- Cover assigned pre-season physicals, sports games or matches, and related events under the supervision of the program manager.
- Must demonstrate knowledge of the principals of growth and development over the life span and possess the ability to assess data reflective of the athletes' status and interpret the appropriate information.
- Provide "Athletic Training Services" to student athletes under the direction of the team physician or by written referral from a physician, and in accordance with state athletic training practice act.

- Maintain appropriate general treatment orders to be reviewed annually and approved by the team physician.
- Provide athletic training services to all varsity football games, scrimmages, practices, and activities. If a conflict arises between an away varsity football game and a home contest, the varsity football event will supersede.
- Act as liaison between family physicians and specialists, the school district, athletes and their parents.
- Maintain accurate records of injuries, treatments and provide insurance claim forms for sports injuries treated by a physician.
- Develop and maintain a budget for the athletic training program.
- Schedule and be present for pre-participation sports physicals.
- Provide the coaches and athletic director with a list of athletes medically eligible to compete under district and state rules and regulations.
- Assist the athletic director as requested.
- Perform other duties and responsibilities as assigned.

Physical Demands and Working Conditions: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Must be able to assist with or transfer athletes of various weight/heights.
- Must be able to push carts with athletic equipment on them.
- Must be able to stand for long periods of time, have good mobility skills, and be able to walk long distances.
- Must demonstrate ability to communicate to give adequate directions and instructions to subordinates.
- Must be able to carry training kit and coolers for long distances.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work environment may be indoors in a gymnasium or outdoors with temperatures ranging from 20 degrees to in excess of 90 degrees F with outdoor weather conditions. The noise level in the work environment is moderate to loud (60 -90 dB).

EXPOSURE: Will have close contact with patients and is likely to come in contact with blood and body fluids

The information contained in the job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of duties performed by this position.

Responsible To: Manage Athletic Healthcare Program

Reports To: High School Athletic Director, Principal, & Coach at designated school(s); JCS Athletic Director; EPIC Administrator

Conditions of Employment: Recommended by the EPIC Administrator; Confirmed by the EPIC Regional Council

Anticipated Start Date: Immediately following the onboarding process.

Application Process:

You may submit your application one of two ways.

Online application can be made via United Talent Teach-In West Virginia Application System by clicking on the link below. Be sure you have selected EPIC as one of your locations within your online application so that you may see our jobs and make application.

[Use this link to go to the online application system.](#)

Printable EPIC application can be found on the EPIC website and should include three references with contact information as well as a copy of your bus driver credential.

[Use this link to access the printable EPIC application.](#)

You may drop off your completed printable application at our EPIC main office M-F from 8-4 or submit it one of the following ways:

Mail to 109 South College Street, Martinsburg, WV 25401 Attention: Human Resources
Email to Shannon Johnson at sdjohnson@wvsc.org
Fax to 304-267-3599 Attention: Human Resources

This job posting will remain open until the positions are filled or no longer needed.