



JOB FAMILY CONCEPT

This family consists of three levels of athletic training work. Levels are distinguished based on type and complexity of work, degree of supervision received, and the level of autonomy. Positions in this family oversee the general health and wellbeing of student-athletes. This job family is distinguished from other Athletic job families by the primary responsibility of preventing, evaluating, managing and treating athletic injuries sustained while involved in intercollegiate athletics.

Athletic training positions support of a variety of areas such as:

- Athletic injury prevention and risk management
- Recognition, evaluation and assessment of injuries and illnesses
- Immediate care of injuries and referral
- Treatment, rehabilitation and reconditioning
- Health care organization and administration of the student-athlete
- Return to play criteria following injury

TYPICAL FUNCTIONS

The typical functions listed are typical examples of work performed by positions in this job classification. Not all functions assigned to every position are included, nor is it expected that all positions will be assigned every typical function.

- Collect and manage pertinent healthcare information of the student-athlete
- Evaluate physical condition of the rehabilitating athlete
- Work with the coaches to help ensure physical fitness is optimized in athletic competition
- Prescribe routine and corrective exercises for strengthening injured athletes
- Communicate the plan to injured athletes, coaching staff and team physicians
- Formulate functional treatment plan and provide rehabilitation programs
- Provide treatment and therapeutic interventions
- Identify and recommend referrals or other services
- Select interventions and modify treatment plan
- Recommend diets to increase health and optimal weight
- Render first aid to athletes
- Treat minor injuries and related disabilities
- Maintain appropriate medical records
- Administer athletic training programs and treatment of athletic injuries
- Establish and maintain testing standards
- Develop and maintain a medical policies and procedures manual
- Monitor and authorize training room supplies
- Oversee athletic injury medical payments
- Develop and maintain medical emergency plan
- Supervise staff

- May train and certify coaching staff in CPR

LEVELS AND COMPETENCIES

The primary distinction between levels is reflected in the Level Descriptors. As levels increase, the scope, complexity, and degree of independence increase. Higher levels may perform duties of lower levels. Education and experience are stated at the minimum threshold for the level. Additional education or experience may be desirable for some positions.

Level 1

PCLS: 06441

**Grade 77
Non-Exempt**

Descriptors

Work is performed under intermittent supervision. Perform assignments using proper testing methods. Evaluate the physical condition of student-athletes and ensure physical fitness is maintained in athletic competition. Prescribe routine and corrective exercises for strengthening. Recommend diets to increase health and maintain optimal weight. Render first aid to athletes as needed. Treat minor injuries and related disabilities. This level is distinguished from higher levels by the limited authority to treat athletes and closeness of supervision. The typical position at this level is an Assistant Athletic Trainer.

Knowledge, Skills, and Abilities

Knowledge of sports medicine, injury evaluation, treatment and rehabilitation. Knowledge of therapeutic modalities, physical rehabilitation and strength conditioning techniques. Knowledge of anatomy, physiology, nutrition and psychology. Emergency medical skills. Record keeping and organizational skills. Strong interpersonal and communication skills. Strong organizational, problem solving, and multi-tasking skills. Ability to counsel and motivate athletes.

Education and Experience

Bachelor's degree in athletic training or related field and two years relevant experience, or an equivalent combination of training and experience. Professional licensure may be required that is commensurate with the appropriate level. NATABOC (National Athletic Trainers Association Board of Certification) certification required.

Level 2

PCLS: 06442

**Grade 78
Exempt**

Descriptors

Work is performed under administrative supervision. Perform assessments using proper testing methods, and treatment of injuries with established medical guidelines. Facilitate healthcare information among staff, athletics, and family in accordance with HIPAA regulations. Interpret assessment results and significance to student and coaching staff. Formulate functional treatment plan and provide rehabilitation programs. Identify and recommend referrals or other services. Select interventions and modify treatment plan as needed. Provide education and consultation to student-athletes. Lead** staff and student employees. This is the fully proficient level that is



distinguished from level 1 by the responsibility to lead** staff and authority to institute treatment plans, policies, and procedures for an athletic training program. The typical position at this level is an Associate Athletic Trainer.

Knowledge, Skills, and Abilities

Same as level one, plus: Advanced knowledge of athletic training, medicine, injury evaluation, treatment and rehabilitation. Advanced knowledge of therapeutic modalities, physical rehabilitation and strength conditioning techniques. Advanced knowledge of anatomy, physiology, nutrition and psychology. Knowledge of applicable rules and regulations. Ability to operate appropriate medical and strength conditioning equipment. Ability to lead**.

Education and Experience

Bachelor's degree in athletic training or related field and four years relevant experience, or an equivalent combination of training and experience. Professional licensure may be required that is commensurate with the appropriate level. NATABOC (National Athletic Trainers Association Board of Certification) certification required. Master's degree preferred.

Level 3

PCLS: 06443

**Grade 80
Exempt**

Descriptors

Work is performed under general direction. Administer athletic training programs and treatment of athletic injuries. Work with team physicians to establish protocol for the evaluation and treatment of injuries. Establish and maintain medical policies and procedures. Serve as an expert resource that resolves the most complex* issues. Supervise the development and implementation of rehabilitation programs using therapeutic and exercise techniques. Oversee and organize pre-season physicals for all new and returning athletes in compliance with NCAA Guidelines. Assist when required to organize and participate in the NCAA Drug-Testing Program. Assist in establishing or modifying testing standards of practice for athletic groups. Provide treatment and therapeutic interventions. Modify treatment plans if necessary. Make recommendations for continued service to athletes. Maintain appropriate medical records. Organize and communicate medical needs, preventive care and outreach programs. Monitor and authorize training room supplies. Supervise** staff. This level is distinguished from lower levels by the supervision** of staff and authority to institute policies and procedures for an athletic training program. The typical position at this level is a Head Athletic Trainer.

Knowledge, Skills, and Abilities

Same as level two, plus: Expert knowledge of athletic training, injury evaluation, treatment and rehabilitation. Expert knowledge of therapeutic modalities, physical rehabilitation techniques. Expert knowledge of applicable rules and regulations. Expert knowledge of anatomy, physiology, nutrition and psychology. Ability to develop and implement policies and procedures. Ability to supervise**.



Education and Experience

Master's degree in athletic training or related field and five years related experience, or an equivalent combination of training and experience. Professional licensure may be required that is commensurate with the appropriate level. NATABOC (National Athletic Trainers Association Board of Certification) certification required.

- * **Complexity:** Refers to the diversity of rules and regulations (e.g. federal, state, University, conference, NCAA, OSHA, HIPAA rules and regulations, national and international governing bodies). Complex positions typically interpret, apply and comply with the most scrutinized and difficult rules and regulations. Complexity increases as the application, interpretation and frequency of working with these rules and regulations increases.
- * **Scope:** Refers to the size of the athletic program, or the impact that the athletic program may have on a school. Positions with large scope typically manage a training and conditioning program for multiple athletic sports.
- ** **Lead:** Provide day-to-day guidance, training, and direction for staff in addition to other duties. Regularly assign and review work. Fluent in assigned area of responsibility.
- ** **Supervise:** Hire, train, evaluate performance, and initiate corrective action.

[July 2009 revisions included formatting document for consistency, and adding alternate PCLS information.]