



JOB DESCRIPTION

TITLE: ATHLETIC TRAINER/STRENGTH COACH
DEPARTMENT: PERFORMANCE THERAPIES, P.C.

BASIC FUNCTION AND RESPONSIBILITY:

Provide athletic training services within Performance Therapies, P.C. and to local high schools. This position also aids in strength and conditioning duties, as well as with front desk responsibilities.

CHARACTERISTICS DUTIES AND RESPONSIBILITIES:

1. Athletic Training

- Assess an athlete's injury or illness, providing emergency treatment and, if necessary, referring the patient to a physician for further care
- Use physical therapy equipment, techniques, exercise and taping/bracing to treat patients
- Evaluate an athlete's ability to return to his or her sport
- Instruct athletes, parents and coaches in the prevention of injuries
- Communicate with parents on concerns they have expressed
- Apply tape, bandages, or braces to athlete's body parts in order to prevent injuries
- Collaborate on treatment plans with physicians and other healthcare professionals
- Provide free screens to health club members
- Provide coverage for athletic events and in the training room
- Document services provided (evaluations, treatments, consultation, etc.)
- Other duties as assigned

2. Strength and Conditioning

- Build relationships with athletes
- Give coaching cues during training
- Administer weight workouts as well as speed and agility workouts
- Lead team, small group and individual training sessions
- Document training plans and athletes' performance
- Assist with sports performance testing and combines
- Collaborate with peers on new training ideas
- Seek to understand individual athlete's goals
- Use personal experience to give relevance of training
- Give ideas on injury prevention and muscle care



- Create an enjoyable but productive atmosphere
- Other duties as assigned

3. Front Desk

- Perform reception duties such as, but not limited to, greeting and assisting visitors; answering phone promptly in a professional and courteous manner; receiving and conveying messages to appropriate individuals in writing, electronically and verbally; assigning and monitoring patients flow into treatment rooms
- Assist with and make sure all inpatient admissions and outpatient forms are accurately completed and entered in the computer. Locate and obtain any missing information to complete the patient data
- Act as a liaison between patients and physical therapists, health care professionals and insurance carriers
- Contact insurance companies to check each patient's coverage and restrictions for physical therapy services
- Scan, file and fax documents as required
- Maintain a clean, safe, and well organized reception and work area
- Maintain a positive attitude and contribute toward a quality work environment
- Other duties as assigned

REQUIREMENTS:

- A Bachelor's degree or an equivalent combination of education and experience.
- Excellent written and verbal communication skills
- Proficiency in Microsoft Office computer software applications, especially Excel
- Must be detail-oriented
- Must be a team player
- Must be able to self-starter and be able to work independently without supervision
- Strong organizational skills and the ability to manage multiple tasks
- Strong interpersonal skills with ability to work with diverse individuals

CERTIFICATION REQUIREMENTS:

Certified Athletic Training (ATC) through the NATA

Certified Strength and Conditioning Specialist (CSCS) through the NSCA

NOTE: All duties and requirements stated above are essential functions. This job description in no way implies that these are the only duties to be performed by the staff occupying this position. Staff members may be required to perform other job-related duties by their supervisor.

To apply for this position, please email your cover letter and resume to jobs@perfther.com.