



**Montezuma-Cortez School District RE-1**  
**EVERY STUDENT. EVERY DAY.**

**Position:** Athletic Trainer

**Our Vision**

The district is committed to creating an environment of collaboration and accountability that ensures our students:

- Achieve personal goals and academic growth.
- Are invested in success for their future.
- Attain high levels of literacy and 21<sup>st</sup> century skills.
- Are engaged in active citizenship.
- Learn in a safe and healthy school environment.

**Position Summary:** The Athletic Trainer will assist athletes with injury recovery, injury prevention, and general development and maintenance of health and fitness. The athletic trainers will work directly with the school Athletic Directors for scheduling and use the Health System as a resource for Physical Therapy and Orthopedic support and guidance.

**Essential Role Functions:**

- Conducts an initial assessment of an athlete's injury or illness; determines whether athletes should be referred to physicians for specific diagnosis and treatment.
- Provide first aid and emergency care when needed.
- Bandages, tapes, or applies ice to injured body parts as needed for specific injuries. Uses therapeutic modalities when appropriate.
- Assists athletes in performing and completing rehabilitative exercise with directions of doctor.
- Evaluates the readiness of athletes to play; approves participation in sports when appropriate.
- Provides information and instruction to coaches, athletes, parents, medical personnel or interested members of the community regarding care and prevention of injuries.
- Implements comprehensive illness and athletic injury prevention practices.
- Travel with athletic teams to sporting events to be available as needed.
- Concussion Protocol
- Return to Play Protocol

**Skills and Responsibilities:**

- Excellent verbal and written communication skills.
- Able to communicate effectively in English, both verbally and in writing.
- Additional languages preferred.
- Excellent customer service skills.
- Read and complete forms; and present in a confident, professional manner.
- Basic computer knowledge.
- Able to communicate effectively with physicians and other healthcare professionals.
- Able to communicate effectively with the public and students.
- Performs other related duties as assigned or requested.
- Observes all district policies and procedures.

**Minimum Role Requirements:**

- Adhere to dress code; appearance is clean and neat.

- Completes annual educational requirements both regulatory and organizational.
- Maintains regulatory requirements including all state, federal and accredited regulations.
- Ensures patient confidentiality.
- Ensures compliance with policies and procedures regarding department operations, fire, safety, and infection control.
- Represents the organization in a positive and professional manner.
- Complies with all organizational policies regarding ethical business practices.
- Communicates the mission, vision, and values of the organization.

**Education Requirements:**

- Bachelor’s degree in athletic training or related field required.
- Minimum of 1 year of experience in athletic training.
- Current BLS certification.
- Thorough understanding of injury treatment and prevention.

**Essential Physical Demands:** The physical demands of this position, include vision, hearing repetitive motion and environment are below.

- Lifting – combo lift - exert 5 to 40 lbs. occasionally.
- Carrying – preferred - exert 1 to 40 lbs. occasionally.
- Push/Pull – Push – exert 30-110lbs occasionally.
- Push/Pull – Both Push and Pull -exert 20-30lbs occasionally.
- Push/Pull – Preferred method: exert 10-75lbs occasionally.
- Grip -Preferred – exert 5 to 40 lbs. occasionally.
- Pinch – Preferred – exert 1- 10lbs rarely.

**Supervisory Duties:** None

**Reports to:** Athletic Director/Assistant Principal or Administrator, Director of Health Services

**Candidate Profile:**

|  |  |
|--|--|
| <p><b>Education and Certification:</b></p> | <ul style="list-style-type: none"> <li>• High School diploma</li> <li>• Bachelor’s degree in athletic training or related field required.</li> <li>• Minimum of 1 year of experience in athletic training.</li> <li>• Current BLS certification.</li> <li>• Thorough understanding of treatment and prevention.</li> </ul>                           |
| <p><b>Experience and Skills:</b></p>       | <ul style="list-style-type: none"> <li>• Excellent verbal and written communication skills.</li> <li>• Flexible and maintain a positive attitude.</li> <li>• Work cooperatively with supervisors and coworkers</li> </ul>  |
| <p><b>Culture and Fit:</b></p>             | <ul style="list-style-type: none"> <li>• Commitment to the mission and values of Montezuma Cortez Re-1</li> <li>• Desire to work as a member of a dynamic team.</li> <li>• Openness to feedback and willingness to share ideas.</li> <li>• Maintains and models high standards of personal and professional integrity and confidentiality</li> </ul> |

**Physical Requirements and Working Conditions:** *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

| Physical Activities:                 | Amount of: |           |            |          |
|--------------------------------------|------------|-----------|------------|----------|
|                                      | None       | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
| Stand                                |            |           |            | X        |
| Walk                                 |            |           |            | X        |
| Sit                                  |            | X         |            |          |
| Reach with hands and arms            |            |           | X          |          |
| Use hands to finger, handle, or feed |            |           | X          |          |
| Climb or balance                     |            |           | X          |          |
| Stoop, kneel, crouch or crawl        |            |           | X          |          |
| Talk                                 |            |           |            | X        |
| Listen                               |            |           |            | X        |

| Work Environment:                     | Amount of: |           |            |          |
|---------------------------------------|------------|-----------|------------|----------|
|                                       | None       | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
| Wet or humid conditions (non-weather) |            | X         |            |          |
| Work near moving mechanical parts     |            |           | X          |          |
| Work in high, precarious places       |            |           | X          |          |
| Fumes or airborne particles           | X          |           |            |          |
| Toxic or caustic chemicals            |            | X         |            |          |
| Outdoor weather conditions            |            | X         |            |          |
| Extreme Cold (non-weather)            | X          |           |            |          |
| Extreme Heat (non-weather)            | X          |           |            |          |
| Risk of electrical shock              |            | X         |            |          |
| Work with explosives                  | X          |           |            |          |
| Risk of radiation                     | X          |           |            |          |
| Vibration                             |            | X         |            |          |

| Vision Demands:   | Required |
|---|----------|
| No special vision requirements                            |          |
| Close vision (clear vision at 20 inches or less)          | X        |
| Distance vision (clear vision at 20 feet or more)         | X        |
| Color vision (ability to identify and distinguish colors) | X        |
| Peripheral vision   | X        |
| Depth perception  | X        |
| Ability to adjust focus                                   | X        |

| Noise Level: | Exposure Level |
|--------------|----------------|
| Very quiet   |                |
| Quiet        |                |
| Moderate     |                |
| Loud         | X              |
| Very Loud    |                |

| Mental Functions:    | Amount Of: |           |            |          |
|----------------------|------------|-----------|------------|----------|
|                      | None       | Under 1/3 | 1/3 to 2/3 | Over 2/3 |
| Compare              |            |           | X          |          |
| Analyze              |            |           | X          |          |
| Communicate          |            |           |            | X        |
| Copy                 |            | X         |            |          |
| Coordinate           |            |           | X          |          |
| Instruct             |            |           | X          |          |
| Compute              |            | X         |            |          |
| Synthesize           |            |           | X          |          |
| Evaluate             |            |           | X          |          |
| Interpersonal Skills |            |           |            | X        |
| Compile              |            |           | X          |          |
| Negotiate            |            | X         |            |          |

The signatures below indicate that this job description has been reviewed by the employee with the supervisor.

\_\_\_\_\_  
Employee Name (Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Name (Print)

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

*The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. This job description is not intended to create any express or implied contract of employment or expectancy of continued employment for any definite term.*

## NONDISCRIMINATION CLAUSE



Montezuma-Cortez School District RE-1 does not discriminate against any protected classes as identified by the State of Colorado. A lack of English speaking skills will not be a barrier to participation or admission. The following staff have been designated to handle inquiries regarding our nondiscrimination policies:

**Title IX Coordinator and Compliance Officer** (*Title II/ADA, Title VI*)  
Cynthia Eldredge, Executive Director of Human Resources

400 North Elm Street, Cortez, CO 81321 970-565-7522 ext. 1135  
[titleIXcoordinator@cortez.k12.co.us](mailto:titleIXcoordinator@cortez.k12.co.us)

**504 Compliance Officer** (*Section 504*)

Lisa Megel, Executive Director of Exceptional Student Services  
400 North Elm Street, Cortez, CO 81321 970-565-7522 ext. 1118  
[504complianceofficer@cortez.k12.co.us](mailto:504complianceofficer@cortez.k12.co.us)

M-CSD RE-1 School Governance Policies can be found on our website at:  
[www.cortez.k12.co.us/our-district/board-of-education/policies](http://www.cortez.k12.co.us/our-district/board-of-education/policies)

## CLÁUSULA DE NO DISCRIMINACIÓN

El Distrito Escolar Montezuma-Cortez RE-1 no discrimina contra ninguna clase protegida identificada por el Estado de Colorado. La falta de habilidades para hablar inglés no será una barrera para la participación o la admisión. El siguiente personal ha sido designado para atender consultas sobre nuestras políticas de no discriminación:

**Coordinador del Título IX Oficial de Cumplimiento** (Título II/ADA, Título VI)

Cynthia Eldredge, Directora Ejecutiva de Recursos Humanos  
400 Calle Elm Norte, Cortez, CO 81321 970-565-7522 extensión 1135  
[titleIXcoordinator@cortez.k12.co.us](mailto:titleIXcoordinator@cortez.k12.co.us)

**504 Oficial de Cumplimiento** (Sección 504)

Lisa Megel, Director Ejecutivo de Servicios para Estudiantes Excepcionales  
400 Calle Elm Norte, Cortez, CO 81321 970-565-7522 extensión 1118  
[504complianceofficer@cortez.k12.co.us](mailto:504complianceofficer@cortez.k12.co.us)

Las políticas de gobierno escolar de M-CSD RE-1 se pueden encontrar en nuestro sitio web en:  
[www.cortez.k12.co.us/our-district/board-of-education/policies](http://www.cortez.k12.co.us/our-district/board-of-education/policies)

11.28.23 DKR

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Referenced Policies: AC, AC-E-1, AC-R (Option 1), AC-R-2\*, JB, JBA, JBA-E, JBB\*, JII-R

*NOTE: Federal law requires districts to provide continuing notification of non-discrimination statements and the Title IX coordinator's contact information. This information must be published in student, parent, and employee handbooks, course catalogs, program/employee application forms, and recruitment materials. 34 C.F.R. § 106.8.*