A. IDENTIFICATION

Position Title: Athletic Therapist
Name: 
Department: Recreational Services & Athletics
Position Reports to: Manager, Physiotherapy
Description Prepared by: Date: June 12, 2013

B. POSITION SUMMARY

Under the direction of the Physiotherapy Manager, the Athletic Therapist is active in the prevention, assessment, and treatment of athletic injuries in the Physiotherapy Clinic and in the varsity sports environment. The incumbent of this position assists in the prevention, assessment and treatment of injuries for athletes in 17 NCAA Division II sports; provides medical support for SFU varsity athletic teams at home and away; provides medical support for visiting teams; participates in providing medical support for other SFU athletic events as necessary; assists in ensuring compliance between clinic policies and NCAA guidelines; participates in the oversight of the student trainer program; assists with summer camps and high school programs; and coordinates high school co-op placements. The Athletic Therapist follows protocol to screen and test for serious injuries, such as concussions, and makes decisions regarding an athlete’s treatment and readiness to safely return to activity. The incumbent of this position is also responsible for coordinating pre-season medical testing and ensuring incoming and returning athletes are appropriately covered for medical insurance.

C. DUTIES AND RESPONSIBILITIES

Prevention, Assessment and Treatment 35%

- Assists in the prevention, assessment and treatment of athletic injuries for approximately 380 student athletes in 17 NCAA Division II sports
- Develops and implements evidence-based and timely therapeutic exercise programs based on best practices to treat athletic injuries and illnesses
- Provides initial first-aid and is a first responder to students and student-athletes involved in varsity athletic events, intramural activities and to staff and students utilizing athletics facilities
- Provides injury assessments and treatment of athletic injuries using therapeutic modalities and rehabilitative programs
- Screens for concussions and makes decisions regarding athlete’s ability to participate in practices and games
- Provides injury treatments and rehabilitative programs for post-surgical conditions
- Provides on-going education for athletes on infection prevention
- Develops and implements therapeutic exercise programs & injury prevention programs
- Performs preventative taping
- Ensures routine cleaning of clinic equipment
- Submits work orders when necessary

Medical Support for Varsity Athletic Programs 25%

- Primary athletic therapist for one fall and one spring varsity sports team
• Ensures adequate medical support is available for all team practices
• Attends all home and away games
• Travels with assigned teams and completes initial medical coverage paperwork for athletic injuries while traveling out-of-country
• Provides pre-game taping and medical support to visiting teams as required
• Provides first responder emergency medical care to athletes injured during practices or games
• Screens for concussions and makes decisions regarding athlete’s ability to participate in practices and games
• Implements post-practice/game stretching sessions
• Provides daily injury reports for coaching staff, advising on specific health or injury situations
• Liaises with team physicians regarding athlete’s injury and recovery
• Advises athletes regarding protective equipment and equipment modification

Administration 15%

• Organizes all pre-season medical examinations, including communicating with all returning and incoming athletes regarding annual medical forms
• Ensures all athletes have proper medical insurance required for participation in SFU Athletic events and use of facilities
• Liaises with the Compliance Manager to ensure compliance between SFU athletic department policies and procedures and NCAA regulations
• Coordinates Concussion Baseline Testing on approximately 300 student athletes
• Assists in administering the training room policies and procedures set forth by the SFU Athletic department
• Maintains adequate records and medical charting for all injury assessments & treatments using the computer charting system
• Receives, reviews and inputs all medical data into the computer charting system
• Communicates with international medical providers to ensure proper coverage for traveling athletes and teams
• Assists Lead Athletic Therapist with training room operations, including supply orders and scheduling
• Coordinates appointments between athletes and physicians, orthopedic surgeons and counseling for medical and non-medical problems

Student Trainer Program 10%

• Oversees and educates approximately 19 team trainers and 30 student trainers each semester
• Recruits and selects student trainers by ensuring student meets selection criteria (First Aid, CPR and appropriate coursework)
• Provides orientation for both new and returning student trainers
• Designs and conducts regular seminars on topics relating to athletic therapy
• Instructs student trainers on specific taping and injury care techniques
• Administers the Student Trainer Policies and Procedures and ensures compliance with NCAA guidelines and institutional policies and procedures, in consultation with the Compliance Manager
• Oversees on-field first aid administered by student trainers
• Oversees and provides instruction for in-clinic first aid, injury assessment and exercise rehabilitation administered by student trainers
• Provides on-going education for student trainers on infection prevention
• Coordinates student trainers to provide mandatory event coverage for athletic events
• Assigns students to a designated team as a “team trainer”
• Coordinates scheduling for the team trainers with their peers and their designated team
Summer Camps & High School Sport Academies Programs 7.5%

- Responsible for marketing the High School Trainers program by providing short demonstrations and presentations
- Designs and implements High School Trainers clinics
- Provides first responder services to SFU Summer Camps & High School sport Academies
- Communicates with Summer Camps director concerning medical and non-medical issues
- Communicates and advises parents concerning their child’s injury or illness.

High School Student Co-op Placements 7.5%

- Coordinates high school student co-op placements
- Liaises with high school career counselors and students
- Orients co-op students to the physiotherapy clinic
- Instructs co-op students about athletic therapy and supervises students during basic clinic duties

D. DECISION MAKING

i) Give some typical examples of the most important decisions the incumbent is expected to make in carrying out the duties and responsibilities of the position. To what extent can the incumbent rely on established policies or advice from others in making these decisions?

- Makes decisions regarding the prevention, assessment and treatment of athletic injuries for approximately 380 student athletes in 17 NCAA Division II sports
- Determines when to implement emergency protocol for serious injuries
- Decides appropriate medical treatment for athletes when traveling with varsity teams
- Interprets concussion screening test results to determine when to allow athletes to safely return to activity following a head injury
- Determines when to allow athletes to safely return to activity following an injury
- Decides appropriate theory and mode of treatment to be applied and any appropriate corresponding medical referrals to internal and external resources
- Selects student trainers by ensuring student meets selection criteria (First Aid, CPR and appropriate coursework)

ii) Give some examples of the types of decisions the incumbent would refer to his/her supervisor.

- Issues relating to budget expenditure
- Concerns about legal issues or compliance
- Advice on certain treatments or situations

E. SUPERVISION EXERCISED

Indicate the number of employees for whom the position is responsible:

Number of employees reporting directly to the position: 0*

Total # of employees for whom the position has direct responsibility: 0

*Note: Assists with overseeing 10-16 student trainers each semester.
F. **SUPERVISION RECEIVED**

The incumbent receives broad objectives and performs the job with nominal supervision. The supervisor does not normally assist in the completion of duties. The position is such that the work load is consistent. Day-to-day activities are typically determined by the incumbent except for in extraordinary circumstances, such as a major athletic event on campus or a medical emergency.

Direction on administrative duties is given through documented policies procedures.

G. **UNUSUAL WORKING CONDITIONS**

The hours of work are from 11:00am - 7:00pm Monday through Friday. The incumbent is frequently required to work extended hours through the varsity season as well as weekends and evenings. In addition, the position will be required to travel with varsity teams during the competitive season.

H. **ENTRANCE QUALIFICATIONS**

Undergraduate degree in Kinesiology, Science, or a related field, with certification as an Athletic Therapist through the Canadian Athletic Therapists Association (CATA) or the National Athletic Trainers Association (NATA – USA) and certification as a Sports First Responder with two years of working experience in athletic therapy, or an equivalent combination of education, training, and experience.

Excellent knowledge of principles and practices of athletic therapy.

Excellent knowledge regarding the prevention, assessment, and treatment of athletic injuries.

Good knowledge of NCAA governing rules and regulations.

Good knowledge of medical record keeping using database software (e.g., Presagia charting system).

Excellent organizational, administrative and time-management skills.

Excellent interpersonal skills.

Excellent communication skills (oral, written, and presentation).

Ability to develop and deliver training programs.

Ability to travel nationally, and occasionally internationally to attend sporting events.

Proficient in the use of word processing, spreadsheet, presentation and database applications (e.g., Word, Excel, PowerPoint)
I. ORGANIZATIONAL RELATIONSHIPS

Sr. Director, Athletics and Rec

Manager, Physiotherapy

Athletic Therapist

J. APPROVALS

Incumbent's
Signature: ___________________________ Date: _____________

Supervisor's
Signature: ___________________________ Date: _____________

Signature of Next
Administrative Level: ___________________________ Date: _____________