



Job Title: Athletic Trainer

Job Overview: Stipend position to take care of on campus rehab and RankOne paperwork; hourly pay for all home games. AT will communicate directly with the AD and head coaches of each team to ensure compliance and player safety.

Reports to: Athletic Director

Character Qualities

- Personal faith in Jesus Christ defines and informs all aspects of life
- Remains in good standing with a local church
- Consistently models humility, grace, strength of character, and the fruits of the Spirit
- Intentionally pursues community and develops genuine relationships with students, parents, and staff
- Attends any ongoing coaching development at Valor
- Maintains a personal appearance that is professional and modest

Relational Qualities

- Possesses good people skills and communicates effectively using acceptable English in written and oral communication; speaks with clear articulation
- Respectfully submits and is loyal to constituted authority
- Consistently gives and receives feedback
- Is able to diffuse difficult situations, solve problems, and respect confidentiality
- Acts objectively when own children are attending VPA

Role Specific Responsibilities

- Plans, develops and coordinates regular practices in season; preferably 1 cheer practice and 1 stunt/tumbling practice per week for JH and HS teams
- Setup a vision night in February for how cheer will function with parents
 - Try-out
 - 6 week stunt clinic
- Coordinate a try-out for HS and JH athletes in early March
- Coordinate uniform fitting with Varsity Cheer
- Arrange 4-6 week stunt clinic
- Arrange and coordinate summer cheer camp for JH/HS (IE. NCA)
- Lead summer camp for K-8 Cheer; arrange HS cheer athletes to assist
- Attend all JH/HS football games and/or arrange for point parent to assist



- Create a Blue/White schedule for JH/HS basketball games (varsity and JH teams ONLY)
- Communicate with HS/JH point parents weekly schedule
- Coordinate with parents for an end of season party; latest December
- Communicates with the athletic director regarding practice schedules, camps, and open gyms.
- Notify the Athletic Director of practice schedule changes at least 48 hours in advance for all indoor sports.
- Checks practice at the gym/field before and after each practice for cleanliness and order.
- In case of inclement weather, communicate any changes with the athletic director as soon as possible.
- Coordinate with the lower grade (league sports) levels linear systems of development that build the whole program.
- Will coordinate for HS cheer to go to a Christian cheer camp.
- Dress professionally in Valor coaches uniform or professional athletic clothing to represent Valor well in the community.
- Coordinate any transportation needs with families. Including creating ensuring that transportation release forms have been collected.
- Be present 30 minutes prior to any games
- Supervise any pregame warm ups by monitoring athlete conduct and form.
- Coach all Games with integrity, enthusiasm and encouragement.
 - Report all scores and any incidents to the Athletic Director immediately after the game.
- Assistant Coaches
 - Work with and help to develop and train all sub-varsity coaches.
 - Communicate to assistant coaches about any practices they will coordinate for the sub-varsity.
 - Prepare sub-varsity coaches to be great head coaches
- Student Athletes
 - Provide consistent devotion and prayer during practices, games and any other meeting times with athletes.
 - Provide any communication for in-house off training and/or recommend outside training for athletes.
- Provide both basic and advance training as needed for each athlete ● Set expectations with team captains at beginning of season
 - DIRECT the four day summer camp to train student athletes in the sport with which you coach
- **Communication**
 - Know the lines of communications well before the season from the Valor Athletics Handbook. Follow the chain of command.



- Provide any contact information before the season begins to parents
- Communicate, distribute and collect medical forms and insure all student athletes have submitted any medical documents to the athletics office BEFORE the first practice of the season. Responsible for overseeing the input of all athletes into Rankone.
 - Send weekly correspondence to parents for upcoming games, workers list, practice times, changes/ cancellations, and any pertinent information.
 - Set expectations for players and parents at the beginning of the school year through a student and/or parent meeting
 - Provide equipment/jersey requests four weeks before season begins and submit budget requests needed for the following season at the end of the season.
 - Meet with the athletic director at the beginning, middle and end of season to evaluate performance and program needs.

Other Requirements

- CPR/First Aid Certification
- A full and unreserved supporter of Valor Prep's Statement of Faith.
- Experience in teaching, coaching or sports medicine is preferred.
- Exercise wisdom, diplomacy, and integrity while maintaining a high level of professionalism.
- Maintain the highest level of confidentiality in all matters relating to students, families, and fellow coaches.
- Able to make decisions in emergency situations with or without the input of the Athletic Director.
- Other duties as assigned by the Athletic Director