



# MADEIRA

## Assistant Athletic Trainer

Madeira is seeking an Assistant Athletic Trainer to join the athletics department. Founded in 1906, the Madeira School is an independent, college preparatory, boarding and day school for girls grades 9-12. Located in McLean, Virginia on a 376-acre wooded campus, Madeira is 12 miles from the center of Washington, DC. Madeira's ambitious academic curriculum emphasizes both content and skills in the context of a college-prep liberal arts education.

This position works closely with the Assistant Athletic Director for Athletic Training and Sports Performance and assists in maintaining and enhancing the quality of health care provided to students.

### Responsibilities:

- Work to prevent injuries; provide First Aid/CPR/AED training for faculty and staff; work collaboratively with coaches on prehab, injury prevention programs, rehab/strength and conditioning
- Evaluate and assess injuries; refer to physician or emergency care as appropriate; manage minor injuries
- Provide immediate care of injury or illness during athletic games and practices
- Assist in the rehabilitation programs of injured students; makes orthopedic appointments and accompanies students to appointments
- Work with students and their health care provider on a treatment and rehabilitation program
- Provide water, ice, and med kits to teams before practices and games
- Maintain accurate records of all injuries, treatment, rehabilitation, and referrals; ensure appropriate internal communication in accordance with policies and procedures; oversee Madeira athletic team injury reports
- Maintain the Athletic Training Clinic, training supplies and equipment, first aid kits, and inventory.
- Adhere to NATA and BOC guidelines for maintaining current certification and completing continuing education units (CEUs) by the deadlines set by the BOC; maintain CPR, AED & First Aid certification
- Assist athletic department with home game management and facilities management
- Direct activities of student assistants to the Athletic Trainers
- Coverage of all assigned home games (includes weekend scheduling) and occasional away games
- Assist with education management of university students in training
- Assist with Athletic Department events when needed

### Requirements

- Master's degree from an accredited Athletic Training education program
- Board-Certified Athletic Trainer; valid VA board of medicine license or immediately eligible for license
- Familiarity with MS Office; skilled knowledge of SportsWare injury software preferred

- Completed all board certifications, license and other requirements to be cleared to work in a school setting
- Valid driver's license and ability to drive vehicles on and off campus
- Excellent decision-making skills with the ability to think critically and make independent decisions regarding assessment, treatment, rehabilitation, and return-to-play decisions per state licensure guidelines
- Excellent attention to detail and the ability to be thorough and comprehensive with injury tracking and documentation
- The ability to communicate effectively in high stress/pressure situations when talking to patients, medical professionals, employees, and families
- The ability to organize, prioritize and perform multiple tasks with little or no direct supervision
- Cross-cultural competencies and a commitment to inclusive and equitable practices

To apply, please send a resume and cover letter to [hr@madeira.org](mailto:hr@madeira.org).