



PORTSMOUTH ABBEY SCHOOL

Title: Athletic Trainer Position – Temporary Winter/Spring
Department(s): Athletics
Reports to: Athletic Director
FLSA Status: Non-exempt; Full-Time; Staff
Duration: Temporary, with hours varying by season
Salary: Commensurate with experience.

About Portsmouth Abbey School:

Portsmouth Abbey School is a coeducational Catholic boarding and day school for grades 9 through 12. Founded in 1926 by the English Benedictine Congregation, the School is located on a 525-acre campus along Rhode Island’s Narragansett Bay, less than 30 minutes south of Providence and 20 minutes from Newport. The School is known for its mission to help young men and women grow in knowledge and grace through its purpose-driven education in the Catholic intellectual tradition and a values-based community that embraces faith while nurturing reverence for God and the human person, love of learning, and commitment to community life. The Abbey’s 350 students are encouraged to engage passionately in academic and intellectual pursuits, innovative electives, service to others, and athletic and artistic endeavors. The School’s approach to college preparation is designed to inspire the next generation’s leaders, stewards, innovators, and problem solvers while instilling a desire to serve the common good.

Job Summary:

This is a temporary position for the 2024-2025 winter and spring seasons. Under the supervision of the Athletic Director, the employee will organize the athletic training room, provide coverage for all home athletic contests and practices, and communicate with the coaching staff and the infirmary regarding student-athlete injuries.

This is a full-time position during the winter athletic season, working 2:30 p.m. to 9:00 p.m., with varying hours on game days. During the spring season, the hours shift from 2:30 p.m. to 6:00 p.m., with varying hours on game days.

This position could be called upon to report for work at any time in case of emergencies or special functions.

Responsibilities:

- Provide first aid and injury assessment/treatment/rehabilitation/reconditioning for Portsmouth Abbey student-athletes. The athletic trainer will also be responsible for making appropriate physician referrals.
- Provide coverage at home events and practices (Monday-Saturday) from the winter sports season to the conclusion of the spring season.

- Maintain a line of communication with the infirmary and the team physician(s) regarding athletic health care and recommended treatment/rehabilitation for all athletic injuries.
- Maintain an effective and efficient athletic training room.
- Maintain communication with parents on the care and treatment of their student-athletes.
- File all necessary reports associated with athletic injuries and/or incidents.
- Maintain a daily treatment log and record injuries using Electronic Medical Recordkeeping software.
- Equip each team with appropriate medical equipment.
- Create a safe playing environment by monitoring and controlling environmental risks.
- Perform other duties as assigned. The athletic department and School operate in a team environment, and responsibilities include but are not limited to, those documented in the initial job description.
- Must wear appropriate PPE as needed.

Qualifications:

Bachelor's degree in athletic training (Master's preferred).

BOC certified.

CPR/AED certification.

RI Athletic Training License or eligible.

Strength and conditioning background preferred.

Strong written and verbal communication skills in the English language.

Excellent interpersonal and teamwork skills.

Ability to work flexible hours when necessary.

Work Environment:

The work environment characteristics described here represent those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The noise level in the work environment includes variations related to equipment utilization.

Other Qualifications:

All prospective employees must be able to clear a background check prior to beginning employment.

Contact:

Interested applicants should email resumes and cover letters to hr@portsmouthabbey.org.