

REPORTS TO:	Vice President Marketing, Athletics & Dietary Services
REVISED:	09/2021; 08/2025
	See current organizational chart for oversight/administrative support information

PRIMARY FUNCTION:

Responsible for **Advancing Exceptional Care** by prioritizing Safety and Quality in every aspect of patient care. This role is committed to fulfilling essential duties that enhance patient outcomes, operational efficiency, and overall healthcare standards, ensuring all actions align with the philosophy, goals, and objectives of **Clarinda Regional Health Center (CRHC)**. By maintaining the highest level of care, this position supports CRHC's dedication to fostering a safe, compassionate, and high-quality healthcare environment for our patients and community.

QUALIFICATIONS:

Education and/or Experience

- Bachelor's degree from an accredited Athletic Training/ Sports Medicine Program (required)
- Master's Degree (preferred)

Certificates, Licensure, Registrations

- Iowa Athletic Training License
- Certified by Board of Certification for Athletic Training (BOC)
- Member of National Athletic Training Association (Preferred)
- For job-specific certifications refer to the [Education Certification Requirements by Job Category](#): Clinical Staff

WORK SCHEDULE & SHIFT REQUIREMENTS:

The facility operates 24/7; however, work schedules may vary based on departmental needs to ensure the highest standard of patient care and operational efficiency. Flexibility will be expected.

- On-call availability as needed.
- Weekend and Holiday rotation as needed.
- Position is classified as exempt and not eligible for overtime in accordance with labor laws.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS:

This position involves a combination of physical activities necessary to perform essential job functions effectively. The employee should be able to:

- **Sit, stand, and walk** for varying lengths of time throughout the workday.
- **Lift, push, pull, or carry** light to moderate loads, with assistance available for heavier items.
- **Use fine motor skills**, including grasping, reaching, and handling equipment or materials as needed.
- **Perform routine movements**, such as typing, writing, or handling supplies.
- **Bend, stoop, kneel, or crouch** occasionally for job-related tasks.

- **See and hear** well enough to read documents, operate equipment, and communicate effectively.
- **Work in a dynamic environment**, adapting to occasional changes in pace or setting.

Reasonable accommodations will be considered to support individuals in performing essential job functions.

ESSENTIAL JOB DUTIES & RESPONSIBILITIES

At CRHC, our core values—**Compassion, Advancing, Relationships, and Exceptional**—are at the heart of everything we do. These values drive our commitment to **Advancing Exceptional Care**, ensuring that we provide the highest quality care to our patients while supporting and empowering our team members. We believe in creating a compassionate environment where relationships are nurtured, collaboration is encouraged, and excellence is expected.

As a member of our team, you will embody these values in your daily work by:

- **Compassion:** Demonstrating empathy and kindness in every interaction, recognizing the unique needs of our patients and colleagues.
- **Advancing:** Embracing innovation, continuous learning, and striving for improvement in all aspects of patient care and team collaboration.
- **Relationships:** Building trust through open communication and teamwork, fostering a supportive atmosphere that prioritizes respect and understanding.
- **Exceptional:** Holding yourself to the highest standards, delivering superior care, and contributing to a culture of excellence that impacts both patients and colleagues.

Summary of Duties

- Develop and implement specific training programs; direct and coordinate a full range of athletic services and programs. Ensure compliance with regulations.
- Advise other personnel in planning programs and services for athletes and athletic services.
- Oversee the production of the athletic handbook, bulletins, and other publications.
- Coordinate athletic training calendars
- Assist in the development of department budget; review and control expenditures as appropriate.
- Serve as liaison with community, state, and conference organizations.
- Display empathy and positive regard for others in written, verbal and non-verbal communications.
- Work effectively with colleagues by practicing punctuality, respect for deadlines, collaborative problem solving, and honest communication.
- Building trusting relationships by acting with integrity, courtesy, and responsibility, even in the face of stress or demanding workplace conditions.
- Maintain proficiency as needed by attending trainings, reading job-related materials, and meeting with others in area of responsibility.
- Dress appropriately for a workspace with frequent customer service interaction and community outreach.
- Meet all required standards of confidentiality and safety. Maintain work areas in a clean and orderly manner.

- Takes information gathered and formulates it into a metric as appropriate.

Quality Program Participation

- Actively participates in CRHC's Quality Program, committees, performance improvement initiatives, and operational support activities.
- Demonstrates a commitment to Quality Improvement (QI) practices.
- Regularly attends Department huddles.
- Completes tasks as outlined on the Department Huddle Board.

Other Responsibilities

- Performs additional duties as assigned to support the strategic initiatives of CRHC.

ESSENTIAL FUNCTION FORM

In compliance with the Americans with Disabilities Act, we are requesting that you read the job description and answer the following question. If you would like assistance with this process, please ask Human Resources.

Can you perform the essential functions of the position with or without reasonable accommodations?

YES

NO

Name (please print): _____

Signature: _____ Date: _____