

# The School District of Lee County

## Job Description

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**JOB TITLE:** Sports Safety Attendant (High School)

<b>FLSA STATUS:</b>	Exempt	<b>PAY GRADE:</b>	Supplemental
<b>SALARY SCHEDULE:</b>	Instructional	<b>JOB CODE:</b>	Supplemental
<b>BARGAINING UNIT:</b>	TALC	<b>DAYS PER YEAR:</b>	Supplemental
<b>WORKER'S COMP CATEGORY:</b>	8868 - School Professionals		

**MAJOR FUNCTION:**

Assess the extent of injury and administer first aid and/or similar care to students during school training, practice, and/or athletic functions in a safe and cost-effective manner that supports the goals of the District.

**MINIMUM QUALIFICATIONS:**

- High School Diploma or Equivalent.
- Valid Teaching Certificate or Athletic Coaching Certificate.
- Valid Adult and Child First Aid/CPR/AED certificate issued by the American Heart Association or American Red Cross.
- Valid Florida driver's license.
- Current employee of the School District of Lee County.

Such alternatives to the above qualifications as the Board may find acceptable.

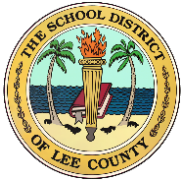
**KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to work flexible hours and work days.
- Ability to work in indoor and outdoor environments.
- Oral and written communication skills.
- Ability to work with diverse groups of people.
- Knowledge of and experience with industry-standard computer applications.
- Ability to administer First Aid/CPR/AED as needed for illness, injury, or life-threatening emergencies per certification training guidelines.

**REPORTS TO:** Director, Athletics (High School) or Designated Administrator

**ESSENTIAL JOB FUNCTIONS:**

- Assist the Athletic Trainer in developing injury treatment and prevention programs.
- Meet with designated staff at each assigned school site on a regular basis to determine coverage needs for athletic events, provide updates, and discuss topics/issues related to students and programs.
- Work in conjunction with the Athletic Trainer to coordinate a sports physical program for all sports/genders with appropriate health facility.
- Report all major injuries to the appropriate administrator, head coach, and Athletic Trainer within mandatory time limits.



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- Consult with the treating physician the appropriate method of treatment for the injury.
- Consult with the head coach and Athletic Trainer to determine an athlete's level of participation in a sport and the treatment being used.
- Assist in scheduling training for student athletes on injury prevention and proper conditioning for individual sports.
- Communicate with parents the specific rehabilitation programs for the student.
- Complete and file insurance claim forms/reports in a timely manner.
- Allocate time between sports on an equitable basis.
- Abide by and enforce School Board and Florida High School Athletic Association policies on tobacco, alcohol, and drugs.
- Assist in scheduling meetings and attend meetings to evaluate the performance of established programs.
- Adhere to District policies and procedures.
- Assist in the recruitment of trainers.
- Administer First Aid/CPR/AED as needed for illness, injury, or life-threatening emergencies per certification training guidelines.

### OTHER JOB FUNCTIONS:

- Attend staff meetings and participate in conferences and other trainings to enhance job performance.
- Seek out professional development opportunities and maintain professional licensure and certifications.
- Promote the District's interest in increasing student achievement by working with the educational interests of students in mind at all times.
- Maintain positive communication with colleagues, community members, parents, and students to promote an increase in community engagement in education.
- Support the retention of Highly Effective and Effective employees by exhibiting professionalism and making positive contributions to workplace morale.
- Promote a culture of high performance and continuous improvement by valuing learning and making a commitment to quality.

### EXERTION TYPE:

- Light work. Position requires exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

### OTHER PHYSICAL REQUIREMENTS:

The following selected physical activities are required to perform the essential functions of this position.

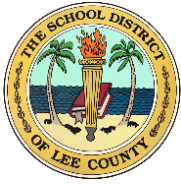
The physical requirements of this position. (Please check all boxes that apply)		
Physical Requirement	Description	Percent of Time



# The School District of Lee County

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<input checked="" type="checkbox"/> <b>Balancing</b>	Maintaining body equilibrium to prevent falling and walking, standing or crouching on narrow, slippery, or erratically moving surfaces. This factor is important if the amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.	10%
<input checked="" type="checkbox"/> <b>Climbing</b>	Ascending or descending ladders, stairs, scaffolding, ramps, poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.	10%
<input checked="" type="checkbox"/> <b>Crawling</b>	Moving about on hands and knees or hands and feet.	10%
<input checked="" type="checkbox"/> <b>Crouching</b>	Bending the body downward and forward by bending leg and spine.	10%
<input checked="" type="checkbox"/> <b>Feeling</b>	Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.	80%
<input checked="" type="checkbox"/> <b>Finger Dexterity</b>	Picking, pinching, typing or otherwise working, primarily with fingers rather than with the whole hand as in handling.	90%
<input checked="" type="checkbox"/> <b>Grasping</b>	Applying pressure to an object with the fingers and palm.	10%
<input checked="" type="checkbox"/> <b>Hearing</b>	Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.	100%
<input checked="" type="checkbox"/> <b>Kneeling</b>	Bending legs at knee to come to a rest on knee or knees.	10%
<input checked="" type="checkbox"/> <b>Lifting</b>	Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. This factor is important if it occurs to a considerable degree and requires substantial use of upper extremities and back muscles.	10%
<input checked="" type="checkbox"/> <b>Pulling</b>	Using upper extremities to exert force in order to draw, haul, or tug objects in a sustained motion.	10%
<input checked="" type="checkbox"/> <b>Pushing</b>	Using upper extremities to press against something with steady force in order to thrust forward, downward, or outward.	10%
<input checked="" type="checkbox"/> <b>Reaching</b>	Extending hand(s) and arm(s) in any direction.	10%
<input checked="" type="checkbox"/> <b>Repetitive Motion</b>	Substantial movements (motions) of the wrists, hands, and/or fingers.	80%
<input checked="" type="checkbox"/> <b>Seeing</b>	The ability to perceive the nature of objects by the eye.	100%
<input checked="" type="checkbox"/> <b>Sitting</b>	Particularly for sustained periods of time.	50%
<input checked="" type="checkbox"/> <b>Standing</b>	Particularly for sustained periods of time.	30%
<input checked="" type="checkbox"/> <b>Stooping</b>	Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full motion of the lower extremities and back muscles.	10%
<input checked="" type="checkbox"/> <b>Talking</b>	Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken	80%



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	instructions to other workers accurately, loudly, or quickly.	
<input checked="" type="checkbox"/> <b>Walking</b>	Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.	20%

### TERMS OF EMPLOYMENT:

Work year and salary as established by the Board and the TALC bargaining unit through the collective bargaining process.

**JDE NUMBER:** S-35.74

**BOARD ADOPTION:** 3-10-20

**REVISIONS:** 8-31-20, 1-26-21, 5-20-22

**REVIEWED:** COMPENSATION & LABOR RELATIONS WILL COMPLETE

**Every job duty in a job description need not always be specifically described, and any omission does not preclude the required performance of all duties that are job related.**