

ATHLETIC TRAINER

Recruitment #2410-4279-001

List Type	EXEMPT
Requesting Department	Milwaukee Fire Department
Open Date	October 25, 2024 9:30 AM
Filing Deadline	November 15, 2024 4:00 PM
HR Analyst	Jamie Heberer

INTRODUCTION

** This position is exempt from Civil Service and serves at the pleasure of the Fire Chief.*

The City of Milwaukee is proud to employ a diverse workforce that is committed to providing exemplary service to the City's residents. If you have a passion for being a part of an inclusive team of public servants, please consider the following opportunity.

The Milwaukee Fire Department (MFD) protects people and property within our City, remaining responsive to the needs of our residents and visitors by providing rapid, professional, humanitarian services essential to the health, safety, and well-being of the City. Further, the MFD contributes to safe and healthy neighborhoods through a number of fire prevention and fire safety programs.

PURPOSE

The Athletic Trainer assists with the day-to-day administration and operation of the MFD health, safety, fitness, injury care and prevention programming and activities.

ESSENTIAL FUNCTIONS

Injury Care and Physical Training

- Manage injury care for active members, including sworn, civilian, and academy cadet and recruit classes.
- Educate and support members through injury care, including provider collaboration, worker's compensation navigation, records management, and overall customer care.
- Work with the Fire Health and Safety Manager (HSMGR) to support mitigation strategies for safety and training needs.
- Develop and implement innovative training sessions for members related to health and injury.

Program Management and Compliance

- Document all encounters in the electronic health record system and provide regular reports to appropriate stakeholders.
- Collaborate with the HSMGR and Peer Fitness Trainers (PFTs) to create and conduct department-wide injury fitness, injury prevention trainings, exercises, and activities.
- Support all MFD health and wellness initiatives.
- Collaborate with internal and external stakeholders to improve the well-being of department members.
- Draft and present health and fitness seminars and symposiums.
- Serve as an adjunct member of the Peer Fitness Trainer Team and the Peer Support Team.

Administrative

- Manage appropriate Firefighter Performance Training Centers including cleaning, supply orders, contract management, and increasing engagement of space.

- Develop injury care programs based on departmental data, outcomes, and trends. Support and advance the return-to-work refresher training program.

We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.

CONDITIONS OF EMPLOYMENT

The Athletic Trainer must be willing and able to do the following:

- Work beyond standard business hours to meet departmental needs and in emergency situations.
- Carry and use a mobile phone during work hours.
- Able to perform physical work that includes walking, climbing ladders, crawling, working in confined spaces, reaching, pushing, pulling, and transferring and moving objects weighing up to 50 pounds.
- Able to tolerate varied indoor environmental conditions (e.g., noise, vibration, dirt, fumes, and pollen) and work outdoors in all types of weather conditions for extended periods of time.
- Wear a respirator while performing some duties.

MINIMUM REQUIREMENTS

1. Bachelor's degree in athletic training or a related field from an accredited college or university.
2. Three years of experience as a licensed Athletic Trainer.
3. Current State of Wisconsin Athletic Trainer License or a Temporary Act 10 Athletic Trainer Credential while permanent licensure application is under review is required at the time of appointment.
4. Valid Driver's License at the time of appointment and throughout employment.

Equivalent combinations of education and experience may also be considered.

Applicants with an out of state Athletic Training License must obtain a [Temporary Act 10 Athletic Trainer Credential](#) while their permanent licensure application for a State of Wisconsin Athletic Training License is under review.

DESIRABLE QUALIFICATIONS

- Master's degree in athletic training or related field from an accredited college or university.
- Experience with large groups and tactical athletes such as military, fire or police.
- Certified Strength & Conditioning Specialist (CSCS), Performance Enhancement Specialist (PES), Corrective Exercise Specialist (CES) or equivalent.

KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

Technical

- Ability to create and integrate exercise programming for the job-specific physical conditioning conducive to firefighting.
- Ability to modify and enhance programming to meet individuals' conditioning levels and goals when rehabilitating from injuries.
- Ability to produce professional educational materials.
- Ability to conduct cardiovascular, muscular strength and endurance, movement screen, flexibility, and body composition assessments.
- Ability to demonstrate and perform fitness and rehabilitation exercises.
- Skill in using computer applications such as word processing, spreadsheet, and databases.

- Proficiency using standard and proprietary computer applications, including common athlete management systems.
- Experience with data management and analysis.
- Ability to read and understand policies, procedures, and technical documents.
- Knowledge of and ability to manage injuries.
- Knowledge of proper documentation requirements.

Interpersonal and Communication

- Ability to establish and maintain effective working relationships with coworkers and departmental members, whether civilian or sworn.
- Verbal communication and presentation skills to clearly communicate information and ideas.
- Written communications skills to craft educational materials and reports.
- Ability to build cooperative, effective relationships in a team environment with managers, coworkers, other city staff, and the public whose backgrounds may differ from one's own.
- Ability to demonstrate compassion and empathy.
- Ability to employ active listening skills.

Critical Thinking and Professionalism

- Organizational skills and the ability to work effectively under pressure while handling multiple tasks.
- Honesty, integrity, and ability to maintain confidentiality of department members' medical information and other restricted information.
- Ability to remain calm during emergency situations.
- Record-keeping skills to be able to maintain accurate records.
- Diversity, equity, and inclusion acumen and the ability to consider policy and projects from an equity lens.

CURRENT SALARY

The current salary range (2IX) is \$68,244 - \$85,854 annually, and the resident incentive salary range for City of Milwaukee residents is \$70,292 - \$89,460 annually. *Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.*

BENEFITS: The City of Milwaukee provides a comprehensive benefit program that includes the following:

- Wisconsin Retirement System (WRS) Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Paid Parental Leave
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 12 Paid Holidays
- Paid Sick Leave and other paid leaves
- Flexible Spending Arrangement
- Commuter Value Pass

For full details of the benefits offered by the City of Milwaukee, please visit <https://city.milwaukee.gov/der/benefits>.

SELECTION PROCESS

- Screening for this position will be based on an evaluation of each applicant's education, experience, and professional accomplishments, which should be detailed in a cover letter and resume. On the resume or cover letter please include your Athletic Trainer License number or temporary act 10 credential number.
- Cover letter and resume must be sent via email to Juliet Lee Battle, jbattle@milwaukee.gov by 4:00 p.m. on **Friday, November 15, 2024**
- Please indicate "Athletic Trainer" in the subject line of the email.
- Questions relative to the selection process may be directed to Juliet Lee Battle by calling 414.286.8942 or via email at jbattle@milwaukee.gov.
- The City of Milwaukee reserves the right to invite only the most qualified applicants to participate in the selection process.

INITIAL FILING DATE:

- The selection process will be conducted as soon as practical after **November 15, 2024**
- Receipt of application materials may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

Note: The selected candidate must pass a Milwaukee Fire Department Background investigation before hire.

CONCLUSION

The City of Milwaukee values and encourages diversity and is an equal opportunity employer.