

**Head Athletic Therapist**

**Duties & Responsibilities**

**2025-26 Season**

Below are listed the minimum requirements, duties and responsibilities York Simcoe Express Hockey Association (YSEHA) is expecting from the position of Head Athletic Therapist. Peak activities and greatest demands will be in season which begins late August (sanctioned YSE activities can start) to end of April (conclusion of spring tryouts).

* Communication to all YSEHA Team (U10 to U18) Trainers, Coaches and Managers
* Communicate all concerns to the YSEHA Board, VP of Hockey Operations (VPHO) the positions direct report
* Work with YSE Treasurer to establish Athletic Therapist (AT) Game Rates in April for the following season
* Ensure that all YSEHA Teams appoint the appropriate Trainer / Athletic Therapist for its respective team in a timely manner post spring tryouts (30 days)
* Ensure all appointed Trainers complete the OMHA Trainers Course (HTCP Level 1) prior to July 1 for team rostering purposes
* Distribute the necessary forms and paperwork that Trainers / AT’s will need to have completed prior to the start of the season and use in season
* Communicate to Trainers / AT’s what paperwork / forms need to be completed, kept and file or distributed, to whom and what time frame
* Assist Trainers / AT’s with paperwork documenting injuries when necessary
* Available to answer Trainer / AT questions that may arise during a season
* Manage injuries across the age groups and advise the VPHO of any significant injuries (in the event a player is out for extended periods of time, etc.)
* Manage/communicate with parents if there is concern over return to play
* Manage/educate parents for teams where there isn’t a certified Athletic Therapist on the bench on injuries and next steps if team trainers need assistance
* Help find coverage for therapists/trainers if people are away/sick etc.
* Develop Trainer / AT “at large” list (work with registrar on getting them in the HCR system)
* Organize Trainer / AT coverage for spring tryouts

YSEHA will provide the Head Athletic Therapist with an annual Honorarium in the amount of $1,000 of which $500 will be paid in September and $500 in February of each year. In the event a full season services (late August to end of April) are not completed a pro-rated Honorarium will be applied.

Any additional expenses that may be incurred by the Head Athletic Therapist are subject to YSEHA Board Approval in advance.

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Print Name Signature Date