

**ATHLETIC TRAINER**

| **Reports to:**  | Athletic Director |  |  |
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| **Dept:** | Athletic | **Range:** | 28 |
| **FLSA:** | Nonexempt/Extended Day | **EEO:** | Professional/Nonfaculty |

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed by individual positions.*

### BASIC FUNCTION:

Under direction, develop, coordinate and administer a comprehensive sports medicine program focused on prevention and care of athletic injuries related to intercollegiate sports; educate student athletes on injury prevention; administer treatment and rehabilitation to injured athletes; and perform related duties as assigned.

### DISTINGUISHING CHARACTERISTICS:

Athletic Trainer is distinguished from Assistant Athletic Trainer in that an incumbent in the former class is the full professional journey-level classification.

### ESSENTIAL DUTIES & RESPONSIBILITIES:

*The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.*

1. Serve as the athletic trainer for a competitive intercollegiate community college athletics program; provide athletic training services to the district's athletic department, including attendance at scheduled intercollegiate practices and home and away competitions; administer first aid and emergency medical care to injured student athletes during competitions and practices.
2. Assist in developing the overall sports medicine program for the district, including injury prevention programs, clinical injury examination and diagnosis, injury treatment/rehabilita­tion, and referral to educational programs and counseling for student athletes.
3. Oversee and administer rehabilitation programs for injured athletes; work to restore athletes to normal function through therapeutic modalities and exercise; evaluate the use of rehabili­tation equipment and techniques to determine their appropriate use; inform coaches regu­larly of the status of injured athletes.
4. Assist the team physician in coordinating and facilitating physical examinations and medical referrals for athletes to determine their eligibility to compete.
5. Maintain records of all athletic injuries and athletic training treatments/services provided by the district and healthcare professionals; inspect regularly all athletic training physical agents and therapeutic devices and ensure compliance with mandated safety and sanitation standards.
6. Hire, direct and instruct multiple student athletic trainer interns; ensure coverage of intercollegiate practices and competitions per the schedule of classes; oversee the effective operations of the district's athletic training room; contribute to the development of the sports medicine program budget and control supplies for sanctioned sports within the allocated budget.
7. Facilitate communication between athletes, coaches, parents, administration and the com­munity concerning the health and physical status of athletes within HIPAA guidelines.

**OTHER DUTIES:**

1. Evaluate and recommend new techniques and equipment that would benefit the sports medicine program.
2. Prepare policies and procedures in collaboration with the team physician and Police regarding emer­gency management, injury treatment and reconditioning of injured athletes.
3. Assist in reviewing athletic insurance coverage and assist student athletes and staff in the submission of insurance claims.
4. Perform related duties as assigned.

### KNOWLEDGE AND ABILITIES:

### KNOWLEDGE OF:

1. Advanced principles, ethics, modern practices and techniques of athletic injury prevention, recognition, management/treatment and rehabilitation, including knowledge of anatomy, physiology, biomechanics, kinematics, biology, nutrition, health and exercise physiology.
2. Activities and techniques involved in multiple team and individual sports and inherent dangers and potential injuries.
3. Symptoms of athletic injuries and the human body's response to injuries; applicable treat­ment and first aid methods.
4. Principles and methods of educating, training, advising and counseling coaches, student athletes and athletic trainer students.
5. Federal and state regulations, rules and laws governing intercollegiate sports and athletic injuries.
6. Principles and practices of public administration for budgeting, purchasing and record-keeping.
7. Research methods and data analysis techniques.
8. The district's insurance policy covering athletes.
9. Principles and practices of effective supervision.
10. Pacific Coast Athletic Conference governing rules.
11. Safety policies and safe work practices applicable to the work.

### ABILITY TO:

1. Organize and oversee the day-to-day operations, activities and services of a community college sports medical program and its athletic training room.
2. Clinically evaluate and diagnose all athletic-related injuries.
3. Prevent, identify and rehabilitate athletic injuries across multiple sports.
4. Operate and utilize preventative diagnostic and therapeutic equipment and devices, including tape, wraps, bandages, braces, support orthotics, protective gear, casting/splinting materials, goniometer, electrical stimulation machine, ultrasound and more.
5. Immobilize injuries; administer first aid and CPR; utilize AED machine.
6. Counsel/advise student athletes regarding injury prevention, treatment, rehabilitation and therapeutic exercise.
7. Prepare and maintain accurate and confidential files, records and reports.
8. Communicate effectively, both orally and in writing.
9. Understand and follow written and oral instructions.
10. Operate a computer and standard business software.
11. Demonstrate sensitivity to and understanding of diverse academic, socioeconomic, cultural, ethnic and disability issues.
12. Establish and maintain effective working relationships with district staff, coaches, student athletes, parents, team physicians and others encountered in the course of work.

### EDUCATION AND EXPERIENCE:

Graduation from an accredited four-year college or university with a degree in kinesiology or a related field, and at least three years of responsible professional experience performing pre­ventative and rehabilitative athletic modalities; or an equivalent combination of training and experience.

### LICENSES AND OTHER REQUIREMENTS:

A valid California driver’s license and the ability to maintain insurability under the district’s vehicle insurance program.

Certification by the National Athletic Trainers' Association Board of Certification.

Certification in First Aid, CPR-AED for Basic Life Support/Professional Rescuer level or beyond.

**WORK DIRECTION, LEAD AND SUPERVISORY RESPONSIBILITIES:**

Direct and supervise athletic training staff and interns.

**CONTACTS:**

District staff, coaches, student athletes, parents, team physician and the general public.

**PHYSICAL EFFORT:**

*The physical efforts described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Moderate physical activity with intermittent standing, walking, bending and stooping; lifting and carrying of objects weighing up to 50 pounds and occasionally up to 100 pounds; ability to use/operate medical devices, tools, braces and other therapeutic objects; ability to travel to a variety of locations on and off campus as needed to attend sporting events.

**EMOTIONAL EFFORT:**

Ability to develop and maintain effective working relationships involving interactions and com­munications personally, by phone and in writing with a variety of individuals and/or groups of individuals from diverse backgrounds on a regular, ongoing basis; ability to work effectively under pressure on a variety of tasks concurrently while meeting established deadlines and changing priorities.

**WORKING CONDITIONS:**

Primarily an athletic training room environment where the noise level is usually moderate. Attend indoor and outdoor sporting events, exposed to dust, dirt, heat, cold, wet or humid condi­tions, slippery services, sweat and blood; and where the noise level may be loud due to crowds; subject to frequent public contact and inter­ruption; inter­mittent exposure to individuals acting in a disagreeable fashion; some evening, week­end and/or holiday hours are required.