



EL CAMINO COLLEGE

JOB TITLE: SENIOR ATHLETIC TRAINER

Classification: Classified
Salary Range: 37

Retirement Type: PERS
Board Approved: December 13, 1999

BASIC FUNCTION:

Under the direction of the Dean of Health Sciences and Athletics, the Senior Athletic Trainer assists in the development and implementation of a program for the prevention of injuries to athletes; administers first aid and emergency medical care; treats injuries and provides rehabilitation according to authorized medical directions; oversees and provides work direction to Athletic Trainer(s) and athletic training interns.

DISTINGUISHING CHARACTERISTICS:

The Senior Athletic Trainer classification is assigned lead duties in addition to performing the duties assigned to the Athletic Trainer. The Senior Athletic Trainer -assists in developing and implementing a program for the prevention of injuries, administers first aid and emergency medical care, and treats injuries and provides rehabilitation to athletes according to authorized medical directions.

REPRESENTATIVE DUTIES:

Prepare written policies and procedures, in collaboration with administration and the Team Physician, regarding emergency management, treatment and reconditioning of injuries for athletes including the annual review and update of established procedures.

Coordinate athletic training schedules and personnel to provide adequate medical coverage for practices and athletic contests.

Devise and recommend ways and means of preventing injuries and provide long term reconditioning programs as necessary.

Oversee, direct and schedule the day-to-day activities of the athletic training positions; recruit, guide, train and evaluate student athletic training interns in the performance of their duties.

Communicate the playing status of injured and recovered athletes to appropriate athletic and college personnel.

Inspect dressing rooms, showers, playing fields and athletic equipment to eliminate hazards.

Make decisions following guidelines from the standard orders concerning the participation status of injured athletes.

Administer first aid and emergency medical care including lifesaving procedures to-athletes.

Administer light, heat and other physical therapy treatment as directed by physicians.

Operate related therapy equipment employing properties of heat, water, sound and electricity.

Attend teams on trips and at home games.

Assist College Physician and health personnel with physical examination arrangements for athletes.

Direct injured students to College Health Center.
Maintain accurate and detailed injury and treatment reports of athletes.
Maintain treatment rooms and equipment in a clean and orderly condition.
Assist coaches in the off-season conditioning of athletes.
Develop and maintain positive and effective working relationships with athletes, coaches and health center personnel.
Prepare budget for athletic first aid, medical supplies and equipment for approval by Dean.
Facilitate communications between athletes, coaches and parents, College and the community concerning assessment of health and physical status of athletes.
Review athletic insurance coverage and assist athletes.
Perform related duties as assigned.

JOB QUALIFICATIONS:

Education and Experience:

Any combination equivalent to: Bachelor's degree in physical education or related field; sufficient experience required for certification and one year experience at the level of an Athletic Trainer.

OTHER QUALIFICATIONS:

Knowledge/Areas of Expertise:

Methods, practices, terminology and procedures and techniques used in athletic training activities including prevention of injuries.

Principles and practices of training and providing work directions.

Policies, procedures and objectives of physical education and athletic programs.

Advanced principles of anatomy and physiology.

Symptoms of various athletic injuries and applicable treatment and first aid methods.

Various types of therapeutic treatments, equipment and conditioning progress.

Rules and regulations applying to safe equipment operation and medical care.

Oral and written communication skills.

Record-keeping techniques.

Interpersonal skills using tact, patience and courtesy.

Inventory control and budget preparation.

Basic computer operations, word processing and database, spreadsheet software.

Abilities/Skills:

Assist in the development and implementation of a program for the prevention of injuries to athletes.

Administer first aid and emergency medical care.

Treat injuries and provide rehabilitation according to authorized medical directions.

Oversee and provide work direction to Athletic Trainer(s) and athletic training interns.

Prepare budget for athletic first aid, medical supplies and equipment for approval by Dean.

Read, interpret, apply and explain rules, regulations, policies and procedures.

Analyze situations accurately and adopt an effective course of action.

Communicate effectively both orally and in writing.

Meet schedules and timelines.

Establish and maintain cooperative and effective working relationships with others.

Understand and work within scope of authority.

Maintain records and prepare reports.

Learn and apply budgeting methods and practices.

Licenses or Other Requirements:

Valid California driver's license, National Athletic Trainers Association (NATA) Certification.
First Aid and Cardiopulmonary Resuscitation (CPR).

WORKING CONDITIONS:

Variable working hours; weekend assignments.
Ability to lift up to 75 lbs.
Indoor and outdoor work.
Twisting, standing, reaching and bending required.
Long periods of standing or sitting.

* Previous employment performed in a different public retirement system may allow eligibility to continue in the same retirement system.