

DESERT COMMUNITY COLLEGE DISTRICT

ATHLETIC TRAINER

BASIC FUNCTION

Under the direction of the Athletic Director or designee, and under the supervision of the team physician for medical aspects of the athletic program, assist in the development and implementation of a program for the prevention of injuries to student athletes; administer first aid and emergency medical care; treat injuries and provide rehabilitation according to authorized medical directions.

DISTINGUISHING CHARACTERISTICS

The athletic trainer position under limited supervision is distinguished from other classes of the student support series in that incumbent is required to evaluate the physical condition of student athletes and administer first aid, emergency medical care, and provide rehabilitation and reconditioning techniques to injured student athletes. The athletic trainer is also responsible for administrative duties required by law. The athletic trainers support student learning outcomes by ensuring student athletes have fulfilled all of the health requirements to participate in intercollegiate sports and to ensure that injured student athletes are able to return safely to participate in sports activities and serves as a liaison to faculty and staff.

REPRESENTATIVE DUTIES

1. Prepare written policies and procedures in collaboration with the college policy regarding emergency management, treatment, and reconditioning of injuries for athletes including an annual review and update of established programs as necessary.
2. Coordinate and schedule the day-to-day activities of the athletic training staff; including the recruitment, guidance, training, and evaluation of pre-professional students and student workers, in coordination with the Sports Medicine Degree advisor, in the performance of their duties.
3. Administer first aid and emergency medical care including lifesaving procedures to student athletes; in the absence of the team physician, makes decisions concerning the ability of the injured athlete to participate.
4. Develop and implement rehabilitative treatment as prescribed by a physician to student athletes.
5. Oversee care and prevention of student athlete injuries for all intercollegiate athletic practices, home athletic contests for both the home team and visiting team, and travels to all away football contests.
6. Drive and transport student athletes and pre-professional students to contests, doctor appointments, and other related activities.
7. Prepare budget for athletic first aid, medical supplies and equipment for approval by the Athletic Director.
8. Oversee, plan, coordinate, and issue equipment to various athletic teams; coordinate laundry for towels, athletic uniforms, and practice gear; receive deliveries of athletic equipment and supplies, verify quantity and condition, mark and store equipment.

9. Organize pre-participation examinations with physician and medical personnel in coordination with the requirements of the CCCAA.
10. Refers injured student athletes to the team physician, college health center, or appropriate medical facility as necessary.
11. Maintain accurate and detailed records and reports including emergency and daily treatment reports, detailed records concerning injuries, treatment, and referrals.
12. Submit, in accordance with CCCAA guidelines, appropriate medical documentation required for injury illness waiver requests which impacts student athlete eligibility.
13. Communicate with student athletes, sports medicine staff, and coaches concerning the health and physical status of student athletes.
14. Maintain and operate the campus sports medicine clinic; maintain responsibility for sanitation of the facility; maintain inventory; orders equipment and supplies.
15. Work in collaboration with the students' insurance agent, reviews athletic insurance coverage, and assists student athletes and staff in the correct submission of insurance claims. Submit student athlete insurance claims.
16. Organizes and implements concussion management system in accordance with governing bodies; provides annual concussion education sessions for student athletes and coaching staff.
17. Report student athletes exhibiting concerning physical or emotional behavior to the College of the Desert Assessment & Care Team.
18. Monitor safety and environmental factors on playing areas, make recommendations, and ensure the safety of athletes according to established guidelines.
19. Maintain current knowledge of position, including related software, regulations, procedures, processes, and practices. Participate in training related to responsibilities.
20. Perform other related functions as assigned.

KNOWLEDGE and ABILITIES

Knowledge of:

- Methods, practices, terminology, and techniques used in athletic training activities, including the prevention and treatment of injuries.
- Policies, procedures, and objectives of athletic programs.
- Advanced principles of anatomy and physiology, symptoms of athletic injuries, applicable treatment, and first aid methods.
- Symptoms of various athletic injuries and applicable treatment and first aid methods.
- Various types of therapeutic treatments, equipment, and conditioning programs.
- Laws, rules, regulations involved in assigned activities.
- Modern office practices, procedures, and equipment.
- Detail oriented record-keeping techniques.
- Oral and written communication skills; interpersonal skills using tact, patience, and courtesy.
- Communication, presentation, and public speaking skills. Both one-on-one and group.
- Principles of athletic training and providing direction in a professional manner.
- CCCAA and NATA guidelines.
- An understanding and sensitivity to diversity.

Ability to:

- Assist in the development and implementation of a program for the prevention of injuries to athletes. treatment and rehabilitation programs for safety and injury prevention of athletes.

- Administer first aid and emergency medical care.
- Treat injuries and provide rehabilitation according to authorized medical directions.
- 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. Establish and maintain cooperative and effective working relationships with others.
- Meet schedules and timelines.
- Understand and work within scope of practice. Read, interpret, apply, and explain rules, regulations, policies, and procedures.
- Utilize word processing and database software applications;
- Adhere to Occupational Safety and Health Administration (OSHA) and Health Insurance Portability and Accountability Act (HIPAA) compliance guidelines
- Observe legal and defensive driving practices.
- Stand for extended periods of time.
- Lift, carry and/or move objects weighing up to 75 pounds.

EDUCATION and EXPERIENCE

Any combination equivalent to: Bachelor's degree in health, kinesiology, or physical education, sports science or related field and three years' experience as an athletic trainer.

LICENSES and OTHER REQUIREMENTS

Valid California driver's license, must have an acceptable driving record and current vehicle insurance meeting State of California requirements. Possession of National Athletic Trainers Association (N.A.T.A.) B.O.C Certification; Emergency Cardiac Care certification from American Heart Association, American Red Cross, or other NATA approved programs.

DESIRABLE QUALIFICATIONS

Master's degree in Athletic Training.

Athletic Training experience in an intercollegiate athletics program.

Athletic Training experience working with the following sports: Football, Soccer, Indoor & Beach Volleyball, Cross Country, Basketball, Baseball, Softball, Golf, and/or Tennis.

WORKING CONDITIONS

Environment: Indoor and outdoor environment. Adverse weather conditions. Moderately noisy. Travel to work. Requires a flexible work schedule, including weekend and evening responsibilities. Must be able to lift 75 lbs. Stand for extended periods of time. Unpredictable weather and team rescheduling needs; work under pressure of constant deadlines and frequent interruptions; must be able to work effectively in a demanding environment, alone and with training team; work in situations which may require the response or de-escalation of persons who may become physically violent or combative; work collaboratively in a team environment, work with sensitive, and confidential information.

Hazards: Exposure to biohazardous materials. Exposure to excessive body odor. Exposure to excessive heat.

Physical Demands: Must frequently stand, walk, and sit; reach with hands and arms; stoop, kneel, or crouch; speak clearly and distinctly to provide information to students; and hear and understand voices

over telephone and in person. Must frequently lift, carry and/or move objects weighing up to 75 pounds. Must see clearly to assess an athlete's physical condition and to view activities on a playing field; and must be able to identify and distinguish colors while assessing an athlete's condition.

Employment Status

- Bargaining Unit Position
- Range 17
- 6/98; Revised July 2004; Revised November 2020; **Revised September 2021**
- BOT Approval: October 21, 2021