

**San Jose · Evergreen Community College District  
Classified Job Description**

**Position:** Athletic Trainer

**Department:** Kinesiology & Athletics

**Location:** EVC or SJCC

**Date:** 4/13/2022

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**POSITION PURPOSE**

Under the direction of a Dean or assigned administrator, the Athletic Trainer administers rehabilitative treatment and therapy and attends to minor medical injuries in coordination with the team physician to athletes engaged in men's and women's intercollegiate sports. The position also assists and tends to the prevention, care, and rehabilitation of student athletes' health needs, including but not limited to physical health, mental health, and nutritional health.

**KEY DUTIES AND RESPONSIBILITIES:**

1. Administer therapy and rehabilitative treatment to athletes as prescribed by the team physician.
2. Confer with team physician or athlete's position in designing special exercise programs for injured athletes.
3. Inform physician of athletes' progress in rehabilitation program.
4. Tape/wrap ankles, knees, wrists, fingers or ribs, of athletes prior to practice or games to support muscles and ligaments.
5. Travel to and attend athletic events and perform emergency first aid in the event of injury to players.
6. Operate and maintain a variety of therapeutic equipment.
7. Clean, dress and bandage minor injuries.
8. Advise coaches on the status of injured athletes.
9. Assist the team physician in conducting physical examinations, collecting health history, and consent forms.
10. Maintain accurate and detailed records of all injuries, treatment and recommendations.
11. Complete insurance related forms for injured athletes and route forms to appropriate office.
12. Order athletic training room supplies and monitor usage of supplies so as not to exceed the budget.
13. Maintain security and ensure the safe and proper handling, storage and labeling of hazardous waste that may include performing any departmental inspections as required by regulatory agencies.
14. Clean, disinfect and maintain equipment in the training room.
15. Obtain and maintain Material Safety Data Sheets.
16. Perform other related duties as assigned reasonably related to the position.

**EMPLOYMENT STANDARDS**

**Knowledge of:**

1. Symptoms and treatment for athletic injuries.
2. Therapeutic modalities and rehabilitation exercises.
3. Taping, bandaging and therapeutic techniques.
4. Methods used in the care and prevention of injuries.
5. Sports equipment disinfectant techniques and safety procedures related to athletic programs.
6. Equipment, materials and supplies as they apply to training.
7. Modern office methods and equipment including computer terminal usage and office application software.

**Skills and Ability to:**

1. Administer first aid and therapeutic techniques.
2. Operate a variety of therapeutic equipment and machines.
3. Perform maintenance on sports equipment.
4. Effectively communicate and interact with persons of diverse backgrounds and abilities.
5. Establish and maintain cooperative working relationships with those contacted during the course of work.
6. Lift and move up to 50 pounds.

**Experience and Education:**

1. Bachelor's degree or equivalent from a four-year accredited college or university in Physical Education, Health Science or related area.
2. Two years of experience or training in related fields.
3. Demonstrated sensitivity, knowledge, and understanding of the diverse academic, socioeconomic, gender identity, sexual orientation, cultural, disability, and ethnic backgrounds of the individuals we serve and sensitivity to and knowledge and understanding of groups historically underrepresented, and groups who may have experienced discrimination.

**Licenses/Certificates:**

1. Valid California Driver's License
2. Current Red Cross First Aid Certificate or equivalent
3. Current Cardiopulmonary Resuscitation (CPR) /Automated External Defibrillator (AED) Certificate
4. Certification as an athletic trainer by the National Athletic Trainers' Association

Board Approved: 4/12/2022  
Salary Range: 95  
EEO Category: 2B3 – Technical/Paraprofessional