

Athletic Trainer

Posting Details

Position Information

Posting Number	20141199S
Position Title	Athletic Trainer
Location	College of San Mateo
Department	Kinesiology / Athletics / Dance CSM (DEPT)
Position Number	4C0373
Percentage of Full Time	100%
FLSA	Non-Exempt (accrues overtime)
Months per Year	12
If other, please specify	
Min Salary	\$66,912 (annual)
Max Salary	\$85,512 (annual)
Position Type	Classified Positions

Posting Text

Who We Are

The San Mateo County Community College District is committed to achieving educational equity for all students. As outlined in the District's Strategic Plan, "success, equity, and social justice for our students are longstanding goals." The District's ["Students First" Strategic Plan](#) is focused on "Student Success, Equity and Social Justice." We provide students with a rich and dynamic learning experience that embraces differences — emphasizing collaboration and engaging students in and out of the classroom, encouraging them to realize their goals, and to become global citizens and socially responsible leaders. When you join our team at San Mateo County Community College District, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, classified staff, administration, students and community partners.

The College and the District

College of San Mateo is part of the San Mateo County Community College District and is designated as a Hispanic Serving Institution (HSI), enrolling approximately 15,000 students each academic year. College of San Mateo has a diverse student population that is a reflection of the communities that it serves. Detailed information about the student population, including data related to student success, can be found on [College of San Mateo's Office of Planning, Research and Institutional Effectiveness \(PRIE\) website](#).

The President has called for the college community to be student-focused in our return to campus and always find a way to get to "yes" as one team to better serve our communities. We have recognized the need to do more and we recognize that

we are stronger together. To learn more about CSM's antiracism and justice-centered efforts, please read our [Solidarity Statement](#).

Who We Want

We value the ability to serve students from a broad range of cultural heritages, socioeconomic backgrounds, genders, abilities and orientations. Therefore, we prioritize applicants who demonstrate they understand the benefits diversity brings to a professional educational community. The successful candidate will be an equity-minded individual committed to collaborating with faculty, classified staff, administration, students and community partners who are also committed to closing equity gaps. The San Mateo County Community District seeks employees who value mentorship and working in a collegial, collaborative environment, guided by a commitment to helping all students achieve their educational goals.

The Position

The Athletic Trainer performs professional work involved in preventative and on-site care of students in the athletic program. Under direction, the employee researches, advises and coordinates programs of preventative care and therapeutic treatment for student athletes, and provides immediate first-aid and referrals to outside providers in emergencies and other injury or illness situations as appropriate. Public contact is extensive and primarily involves students and staff for the purpose of exchanging information related to prevention, care and therapeutic treatment of sports-related injuries. A high degree of independent judgment and creativity are required to analyze and interpret data for the resolution of frequent minor and occasional major problems that arise. Consequences of errors in judgment can be costly in student health and employee time. An Athletic Trainer is not a medical practitioner and is limited to providing first aid and therapeutic treatments and to making referrals to medical practitioners. An Athletic Trainer can lead the work of other staff and student assistants as assigned.

The duties of certain classes of jobs are subject to fluctuations in daily working hours which are not susceptible to administrative control. As a consequence, the Board, in accordance with Education Code Section 88026, exempts these classes from overtime compensation for service in excess of the hours in the workday, but agrees that hours worked in excess of the hours in a workweek, or for hours worked on a holiday, will be compensated on an overtime basis. The classes to which this section applies are: Athletic Trainer, Theatre Technician/Events Coordinator, Theatre Events Manager, and KCSM Underwriter.

Duties and Responsibilities

The duties below are representative of the duties of the classification and are not intended to cover all of the duties performed by the incumbent(s) of any particular position. The omission of specific statements of duties does not exclude them from the position if the scope of work is similar, related, or a logical assignment to this classification.

1. Exchanges information with students and staff regarding various exercises, preventative care, rehabilitation programs, first-aid and follow-up referrals, safety equipment and supplies, and other information related to student athlete health and safety
2. Serves as technical advisor to staff and athletes on injury prevention, rehabilitation and safety techniques and athletic training
3. Participates in student orientation and other programs by making presentations to small and large groups as assigned
4. Drives a motor vehicle to off-site locations
5. Confers with emergency and other medical providers regarding injury follow-up and rehabilitation recommendations
6. Attends workshops, conferences and other activities to obtain current information
7. Researches and designs injury prevention programs and training schedules for student athletes and staff; lectures to students and staff, and demonstrates proper ways of throwing, bending, twisting and other key physical movements within various sports
8. Applies padding, tape, ankle supports and other supplies to athletes as

- required
9. Monitors, documents and confers with staff and others regarding the rehabilitation progress made by students following injuries
 10. Attends on- and off-site athletic events with student athletes and staff
 11. Operates a variety of first aid, adaptive, and sports-related equipment, including whirlpool, ultra-sound, exercise machines, weights, and other equipment
 12. Provides first aid and therapeutic treatment for injured physical education and student athletes as required
 13. Contacts ambulances and other emergency medical providers as required
 14. Researches and designs rehabilitation programs as part of continued student participation in sports activities
 15. Makes recommendations for and monitors progress of various forms of therapy, and use of applicable equipment and supplies
 16. Schedules and coordinates athletic physical examinations as required
 17. Completes and routes student insurance, injury and other forms in conjunction with health center and management staff
 18. Uses a variety of computer software to set up and prepare documentation, and to compose and prepare special and regular reports, routine correspondence, memoranda and other written materials
 19. Performs inventory of department equipment and supplies; makes recommendations for the modification or purchase of new equipment and supplies
 20. Performs other related duties as assigned

Minimum Qualifications

- Bachelor's degree in physical education, athletic training, physical therapy, or a closely related field OR an equivalent combination of education and experience
- Two years of successful work experience of increasing responsibility in an athletic environment with responsibilities including injury prevention, injury rehabilitation, therapeutic techniques and exercises, and use of appropriate equipment and supplies
- Skill in training and leading the work of others
- Demonstrated skill in oral communication, including giving clear and concise instructions
- Skill in the use of spreadsheets and a variety of computer software to set up and maintain files, compose and prepare correspondence, reports, and track data
- Possession of a valid First Aid and Cardiopulmonary Resuscitation Certificate
- Current Athletic Trainer (ATC) Certification by the National Athletic Trainers Association Board of Certification (NATABOC)
- Demonstrated cultural competence, sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff

Knowledge, Skills and Abilities

1. Knowledge of principles of physiology, kinesiology, and anatomy, safe and injury preventative movement, ligaments, muscles, rehabilitation care of athletic injury, and other applicable aspects of sports physiology
2. Knowledge of the resources available to obtain current information on prevention, therapy, and care of sports-related injuries
3. Knowledge of the techniques, equipment, and supplies available for safety and therapy related to sports and sports injuries
4. Knowledge of emergency care, such as first aid and cardiopulmonary resuscitation techniques
5. Skill in evaluating and assessing the condition and progress of student athletes in therapeutic, rehabilitative, and conditioning programs
6. Skill in treating a variety of athletic related injuries using therapeutic devices

7. Skill in respectful, tactful and sensitive interaction with people who are diverse in their cultures, language groups and abilities
8. Skill in organizing, documenting and maintaining equipment and supply inventories
9. Skill in oral communication, including giving clear and concise instructions and public speaking
10. Skill in using a variety of computer software for record keeping, research, and preparation of documents
11. Ability to plan, coordinate, and implement a comprehensive athletic training and sports medicine program
12. Ability to work effectively as part of a customer service team
13. Ability to operate an AED (Automated External Defibrillator)
14. Ability to work confidently and decisively in crisis or emergency situations

Physical Requirements

This classification requires oral communication and public speaking, including persuasive communication; data analysis and comparison; visual acuity; good memory; patience, tact and sensitivity; rapid response and movements; reaching, pulling, pushing, kneeling, crawling, tumbling; moving people and objects of moderate to heavy weight; exposure to varying climates; exposure to blood and other body fluids and manual dexterity in order to perform the essential functions.

Preferred Qualifications

Benefits

Benefits include paid holidays, vacation and sick leave. The District pays all or a portion of monthly medical plan premiums (depending on the coverage) and pays all of the monthly dental and vision plan premiums for employees and eligible dependents. Additional paid benefits include life insurance, salary continuance insurance, and an Employee Assistance Program. Classified employees participate in the Public Employees' Retirement System, a defined-benefit retirement plan through the State of California. Optional tax-deferred 403(b) and 457 retirement plans are also available.

Posting Detail Information

Open Date 12/09/2021

First Review Date 01/07/2022

Close Date

Open Until Filled Yes

Special Instructions Summary

Required Application Materials All applicants are required to submit:

1. A completed online District application form (go to <https://jobs.smccd.edu> to complete the application and to apply for this position).
2. A resume that details all relevant education, training, and other work experience.
3. A cover letter of no more than 3 pages that addresses the applicant's cultural competence, sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff as well as the applicant's qualifications as they relate to the requirements, knowledge, skills, and abilities listed in this announcement.

Candidates for interview will be selected from among those who most closely meet the requirements and knowledge, skills and abilities. Meeting the minimum qualifications does not guarantee an interview. As part of the interview process, candidates may be asked to demonstrate job-related knowledge and skills.

For questions related to this posting, please contact:
SMCCCD Office of Human Resources
3401 CSM Drive
San Mateo, CA 94402
Tel.: (650) 574-6555
Fax: (650) 574-6574
Web Page: www.smccd.edu/hr

Conditions of Employment

Prior to employment, the selected candidate will be required to complete the following:

1. Submit official transcripts (applies to all faculty or educational administrative positions)
2. Submit verifications of prior employment
3. Satisfactory references
4. Successfully being cleared for employment through the background checking process
In addition to background checks, the District may review publicly available information about a candidate on the Internet. If a candidate is aware of incorrect or inaccurate information that is available on the Internet, the candidate is welcome to address such an issue with the Office of Human Resources.
5. Present original documents for proof of eligibility to work in the United States
6. Approval of your employment by the SMCCCD Board of Trustees
7. Provide a certificate of Tuberculosis exam for initial employment.
8. Have fingerprints taken by a Live Scan computer (Clearance must be received prior to first day of employment). Please note that the California Education Code requires, in part, that community college districts shall not employ or retain in employment persons in public school service who have been convicted of certain felonies, a misdemeanor drug charge (including alcohol offenses) or misdemeanor moral turpitude (sexual offense) crime. However, consideration may be given to those whose drug convictions occurred more than five years ago. A conviction for other crimes may not necessarily disqualify you from the job for which you may be applying.

EEO Statement

The San Mateo County Community College District is an Equal Opportunity Employer that seeks to employ individuals who represent the rich diversity of cultures, language groups, and abilities of its surrounding communities.

Accommodations

Applicants who have disabilities may request that special accommodations be made in order to complete the selection process. Accommodation requests and a copy of the Americans with Disabilities Act applicant procedures can be made by completing our: [Applicant Reasonable Accommodation Request Form](#)

Annual Security Report

San Mateo County Community College District's (SMCCCD) 2021 Annual Security Report (ASR), required by the Clery Act, includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings owned or controlled by SMCCCD; and on public property within, or immediately adjacent to and accessible from SMCCCD. Our 2021 Annual Security Report also outlines various campus safety and security policies, such as those concerning crime reporting, prevention and response to sexual and gender violence, alcohol and drug use, crime prevention, emergency response and evacuation procedures, and other matters. The 2021 Annual Security Report also includes important tips to help every member of the community remain safe and avoid becoming a victim of crime. The 2021 [Annual Security Report](#) is now available. You

can also obtain a copy of this report by contacting the Department of Public Safety at the District Office or any of the three Campuses (650) 738-7000. The report includes information about criminal activity on our campuses, emergency procedures and resources.

Supplemental Questions

Required fields are indicated with an asterisk (*).

1. * Do you possess a Bachelor's degree in physical education, athletic training, physical therapy, or a closely related field OR an equivalent combination of education and experience?
 - Yes
 - No
 2. * Can you demonstrate two years of successful work experience of increasing responsibility in an athletic environment with responsibilities including injury prevention, injury rehabilitation, therapeutic techniques and exercises, and use of appropriate equipment and supplies?
 - Yes
 - No
 3. * Can you demonstrate skill in training and leading the work of others?
 - Yes
 - No
 4. * Can you demonstrate skill in oral communication, including giving clear and concise instructions?
 - Yes
 - No
 5. * Can you demonstrate skill in the use of spreadsheets and a variety of computer software to set up and maintain files, compose and prepare correspondence, reports, and track data?
 - Yes
 - No
 6. * Do you possess a valid First Aid and Cardiopulmonary Resuscitation Certificate?
 - Yes
 - No
 7. * Are you a current Athletic Trainer (ATC) as certified by the National Athletic Trainers Association Board of Certification (NATABOC) in good standing?
 - Yes
 - No
 8. * Can you demonstrate cultural competence, a sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff?
 - Yes
 - No
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Applicant Documents

Required Documents

1. Cover Letter
2. Resume/Curriculum Vitae
3. Licenses/Certificates/Credentials

Optional Documents

1. Other Document 1
2. Other Document 2
3. Other Document 3