



# El Camino College

## Athletic Trainer



### ABOUT THE ROLE

Under the direction of the Dean of Health Sciences and Athletics, assist the Senior Athletic Trainer in the development and implementation of a program for the prevention and care of athletic injuries to student-athletes; administer first aid and emergency care; provide event coverage; treat injuries and provide rehabilitation according to medical directions and standard medical practice set forth by the team physician.

### ABOUT EL CAMINO COLLEGE

El Camino College (ECC) is located on the ancestral lands of the Gabrielino-Tongva people, the traditional caretakers of Tongvaangar (the Los Angeles basin, Southern Channel Islands) and occupies 126-acres near Torrance, California. We are located in Los Angeles County, just minutes from South Bay beaches. Our community serves a diverse student population including new and re-entering students and those pursuing certificate, degree, and transfer goals.

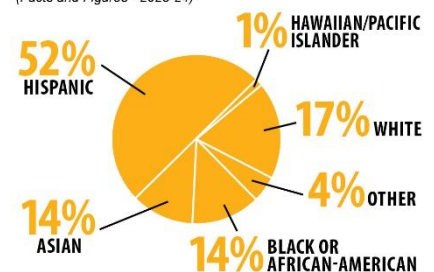
As a comprehensive two-year college, El Camino College serves thousands of students each semester, the majority of whom are from diverse populations. The ideal candidate will share ECC's commitment to educating its racially and socio-economically diverse student population including students with disabilities, veterans, working parents, and evening students. El Camino College provides many opportunities for students to succeed with hundreds of students transferring each year to four-year universities around the country. Top transfer institutions include UCLA, USC, and UC Davis. El Camino College is regularly among the top five community colleges in Southern California for students admitted to CSUs, and the top ten for UCs. Students are also supported by an extensive scholarship program, with approximately \$600,000 awarded annually.

### MISSION STATEMENT

*El Camino College is equity-focused and partners with its diverse communities to provide student-centered learning, career development, and lifelong enrichment.*

### STUDENT DEMOGRAPHICS

(Facts and Figures - 2023-24)



# ATHLETIC TRAINER

**Division:** Health Sciences & Athletics

**Posting Closing Date:** 4/28/2025

**Req:** C2425-017E

**Location:** El Camino College

**Position Type:** Classified

## REPRESENTATIVE DUTIES

- Devise and recommend methods of preventing injuries and provide long term reconditioning programs as necessary.
- Inspects dressing rooms, showers, playing fields, and athletic equipment to eliminate hazards.
- Administer first aid and emergency medical care including lifesaving procedures to student athletes.
- Administer light, heat, cold, sound, water, exercise, manual therapy and other physical therapy treatments as directed by physicians.
- Operate related therapy equipment employing properties of heat, cold, water, sound and electricity.
- Attend teams on trips and at home games.
- Assist College physician and health personnel with health screening examinations for athletes.
- Recognize athletic injuries and take appropriate steps in managing injuries including referral to appropriate medical facilities.
- Maintain accurate and detailed injury and treatment records of athletes and others treated.
- Maintain the Athletic Training Room and equipment in a clean and orderly condition.
- Assist in the development of off-season conditioning programs for athletes.
- Develop and maintain positive and effective working relationships with athletes, coaches, athletic department staff and health center personnel.
- Assist in the preparation of the budget for athletic first aid supplies and equipment for approval by the Dean.
- Make decisions concerning the participation status of injured athletes following guidelines from the standard orders.
- Facilitate communications between athletes, coaches, parents, college and community concerning assessment of health and physical status of the athletes.
- Assist athletes, students, and staff in the submission of athletic insurance claims.
- Perform related duties as assigned.

## JOB QUALIFICATIONS

### Education and Experience:

Any combination equivalent to: Bachelor's degree in physical education or related field and sufficient experience required for certification.

## DESIRED QUALIFICATIONS

Board of Certification for the Athletic Trainer (BOC)

## OTHER QUALIFICATIONS

### Knowledge/Areas of Expertise:

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

Principles and techniques used in the application of light, heat, cold, sound, water, exercise, manual therapy, and other physical therapy treatments.

Principles and practices of providing work direction.  
Principles and techniques of physical conditioning and exercise.  
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 programs.  
Laws and rules regulations involved in assigned activities.  
Oral and written communication skills.  
Record keeping techniques.  
Interpersonal skills using tact, patience, and courtesy.

Abilities/Skills:

Assist in the development and implementation of a program for the prevention of injuries to physical education students and athletes.  
Administer first aid and emergency medical care.  
Recognize injuries, treat injuries, and provide rehabilitation according to authorized medical directions.  
Oversee and provide direction to athletic training interns.  
Assist in the preparation of the budget for athletic first aid medical supplies and equipment for approval by the 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 the 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 CPR certification

**WORKING CONDITIONS**

Interact with a wide variety of individuals.  
Variable working hours; weekend assignments.  
Ability to lift up to 75 lbs.  
Indoor and outdoor work.  
Twisting, standing, reaching, and bending required.

**CLOSING DATE: MONDAY, APRIL 28, 2025 AT 3:00 P.M.**

**SALARY: Starting salary is \$6,157 per month.** Generally, new employees start at the first step on the salary schedule. Advanced salary placement may be considered on a case-by-case basis. Salary increases are granted on the first day of the month following each year of service, until Step F is reached (\$7,915 monthly).

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

## CONDITIONS OF EMPLOYMENT

This is a full-time, twelve-month classified position subject to a probationary period. The standard work week is 40 hours of scheduled duty per week of not more than five consecutive workdays. Working hours vary: Day, Night and Weekends.

Offer and acceptance of employment is subject to verification of all information provided on the employment application, credential(s), and transcripts. Candidates selected for employment must agree to be fingerprinted, submit Certificate of Completion of the Tuberculosis Risk Assessment and/or Examination, provide proof of eligibility for employment in the United States, and present a valid Social Security card upon hire.

## ADA ACCOMMODATIONS

Applicants with disabilities requiring special accommodations must contact the ADA Compliance Officer at least five (5) working days prior to the final filing date: [ADA Job Applicant Accommodation Request \(maxient.com\)](http://maxient.com)

## BENEFIT HIGHLIGHTS

### Health, Life, Dental and Vision Insurance

The College provides a diversified insured benefit program for all full-time employees, including medical, dental, vision and life insurance. Dependent medical, dental, and vision insurance is available, toward which both the College and the employee contribute.

### Sick Leave and Disability

Paid sick leave is granted equal to one day for each month of service. Sick leave days may be accumulated indefinitely. Rather than State Disability Insurance.

### Retirement

Public Employees Retirement System (PERS) and Social Security. Previous employment performed in a different public retirement system may allow eligibility to continue in the same retirement system.

### Summer Work Hours

During the summer, employees work eight 32-hour work weeks with full pay.

## TO APPLY

An applicant must submit the following by the closing date:

1. Online application: [https://elcamino.igreentree.com/CSS\\_Classified](https://elcamino.igreentree.com/CSS_Classified)
2. Résumé including educational background, professional experience, and related personal development and accomplishments.
3. Pertinent transcripts as stated in the required qualifications (unofficial compute-generated academic records/transcripts must include the name of the institution and degrees awarded to be acceptable). Multiple page transcripts must be loaded as ONE pdf document.

**FOREIGN TRANSCRIPTS:** Transcripts issued outside the United States of America require a course-by-course analysis with an equivalency statement from a certified transcript evaluation service verifying the degree equivalency to that of an accredited institution within the USA. For information on transcript evaluation services, please visit: <http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>

4. Proof of National Athletic Trainers Association Certification.
5. Proof of First Aid and CPR Certification.

IMPORTANT NOTE: Documents submitted or uploaded for a previous position cannot be reused for other positions. You must submit the required documents for each position you apply for by the closing date. Failure to do so will result in an incomplete application. Applications with an incomplete status will not receive consideration. ***You may check the status of your application online.***

If you need assistance, you may call 310-660-3593 Ext. 3807 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday or by email at [hr@elcamino.edu](mailto:hr@elcamino.edu).

Due to the large volume of calls received on closing dates, we highly recommend that you **do not wait** until the last day to apply so that we may assist you with questions or technical matters that may arise. Give yourself sufficient time to complete the profile, which may take 45 minutes or more. Positions close promptly at 3:00 p.m. PST (pacific standard time).

## **FOR FURTHER INQUIRIES OR APPLICATION MATERIAL SUBMISSION QUESTIONS, CONTACT:**

**El Camino College**  
**HR Service Partner**  
Martha E. Lopez  
310-660-3593, Ext. 5809  
[melopez@elcamino.edu](mailto:melopez@elcamino.edu)  
16007 Crenshaw Boulevard  
Torrance, CA 90506

### **JEANNE CLERY ACT COMPLIANT**

*In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, El Camino College has published an [Annual Security Report](#) and all required statistical data. These publications include Clery crime statistics for the previous three years relevant to El Camino College classes and activities, in addition to institutional policies concerning campus safety and security. The information is also available in printed form in the lobby of the [Police Department](#) and in select locations on campus. Upon request, the Campus Police Department can provide or mail out copies of this publication. Contact them at 310-660-3100.*

### **EL CAMINO COLLEGE IS AN EQUAL OPPORTUNITY EMPLOYER**

*The El Camino Community College District is committed to providing an educational and employment environment in which no person is subjected to discrimination on the basis of actual or perceived race, color, ancestry, national origin, religion, creed, age (over 40), disability (mental or physical), sex, gender (including pregnancy and childbirth), sexual orientation, gender identity, gender expression, medical condition, genetic information, marital status, military and veteran status, or retaliation; or on any other basis as required by state and federal law.*