



TOCCOA FALLS

C O L L E G E

Certified Athletic Trainer

Department: Athletic Department

Work Schedule: 40 hours/week, weekends

Reports To: Director of Athletics

Job Status: 9 month -Full time

POSITION SUMMARY

The College is seeking applications for a 9-month, academic year Athletic Trainer. This full-time position runs annually beginning in mid-August through April. The Athletic Trainer works collaboratively with the Director of Athletics and the Director of Student Health Services in providing medical services for student-athletes participating the NCCAA Division II athletic program consisting of 6 varsity teams of 125-150 student-athletes. These medical services include, but are not limited to the prevention/recognition of athletic injury, evaluation/care of athletic injury, and rehabilitation/reconditioning of injured student-athletes.

ESSENTIAL FUNCTIONS

Expected to provide training coverage for evening practices and all home games.

Evaluation and treatment of athletic injuries.

Collaborate with Director of Athletics and Director of Student Health Services to develop an Emergency Action plan

Track and document injuries and insurance for student records.

Work with physicians on care required beyond the scope of the trainer.

Supervise rehabilitation of the student athletes.

Oversees and implements a comprehensive concussion management system in accordance with guidelines set by the NCAA.

Plans and implements comprehensive athletic injury and illness prevention programs.

Inventories and orders training room supplies.

Instructs coaches, athletes, medical personnel, community members, and parents in the care, prevention and treatment of athletic injuries.

Plans or participates in clinics and other events to promote safe and healthy practices.

Coordinates and tracks student training room hours and schedules (afternoon/evening hours)

Transports or accompanies athletes to appointments for medical treatment or games.

Conducts an initial assessment of an athlete's illness or injury in order to provide emergency or continued care.

Provides referrals to physicians, health services, hospitals and other health professionals as necessary.

Schedules and assists with the administration of pre-participation physical examinations for student athletes.

Assesses and reports the progress of recovering athletes and their readiness to play to coaches and physicians.
Cleans, disinfects, and maintains training facility and equipment and schedules equipment servicing as needed

POSITION QUALIFICATIONS

Education: Bachelor's degree from a regionally accredited college or university.

Experience: Experience working with student-athletes at the high school or college setting.

Licenses/Certificates: Certification by the National Athletic Trainers Association (NATA)
Current certification in First Aid, CPR, AED

WORK ENVIRONMENT

Various office and campus environments at TFC

PHYSICAL DEMANDS

Physical Abilities

Stand:	F (Frequently)
Walk:	C (Constantly)
Sit:	C (Constantly)
Reach Outward:	C (Constantly)
Reach Above Shoulder:	O (Occasionally)
Climb:	N (Not Applicable)
Crawl:	N (Not Applicable)
Squat or Kneel:	F (Frequently)
Bend:	F (Frequently)

Lift /Carry

10 lbs or less:	C (Constantly)
11-20 lbs:	O (Occasionally)
21-50 lbs:	O (Occasionally)
51-100 lbs:	N (Not Applicable)
Over 100 lbs:	N (Not Applicable)

Push / Pull

12 lbs or less:	O (Occasionally)
13-25 lbs:	O (Occasionally)
26-40 lbs:	N (Not Applicable)
41-100 lbs:	N (Not Applicable)

N (Not Applicable) Activity is not applicable to this occupation.

O (Occasionally) Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

F (Frequently) Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)

C (Constantly) Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

APPLICATIONPROCESS:

A cover letter and resume, along with a completed TFC staff application should be sent to: Mary Kaye Ritchey, Director of Human Resources, Toccoa Falls College, 107 Kincaid Dr. MSC750, Toccoa Falls, GA 30598 or via email to mr Ritchey@tfc.edu. Review will begin immediately and the position will remain open until filled. The TFC staff application can be found at <http://www.tfc.edu/employment/>. All application materials must be submitted in order for a candidate to be considered.