

TITLE: Athletic Trainer
DEPARTMENT/DIVISION: Athletics
REPORTS TO: Athletic Director
CLASSIFICATION: Professional, Full-Time
SALARY: \$40,000-\$45,000

POSITION SUMMARY

Athletic Trainer duties include but are not limited to answering questions for athletes and coaches, covering games and practices to ensure the safety of athletes, and coordinating medical care. Responsible for providing athletic training services to Seminole State College student athletes in office, practice and athletic events including prevention, evaluation, management, and rehabilitation. This position requires night and weekend hours.

SEMINOLE STATE COLLEGE MISSION AND VALUES

- All employees will represent Seminole State College in the most positive manner with prospective, former and current students, clients, suppliers and the community we serve. Interacts effectively with a diverse group of faculty, staff, students and other customers of our services, learns and uses operating practice of Seminole State College.
- All employees will uphold the Mission Statement: Seminole State College empowers people for academic success, personal development, and lifelong learning.
- All employees will perform job duties utilizing SSC's core values: Compassion, Opportunity, Respect, and Excellence.

PRINCIPAL DUTIES AND RESPONSIBILITIES

- Handle confidential information with tact and discretion.
- Attend athletic games and events as scheduled with the Athletic Director and/or coaches.
- Assist in obtaining medical insurance information/act as liaison for doctor appointments.
- Discuss the skills of safety, conditioning, nutrition, and physical health in each sport.
- Communicate with the student-athletes, coaches and parents/guardians concerning injuries when appropriate.
- Follow all departmental and college procedures in a timely, ethical, conscientious, and professional manner.
- Adhere to NJCAA, Region II and OCAC by-laws as well as the NJCAA Code of Ethics.
- Demonstrate experience of, or willingness in, working effectively in a culturally diverse workplace and/or serving clientele from a variety of racial and cultural backgrounds.
- Assess risk of injury, perform ergonomic evaluation, student athlete self-care assessments and/or
 - Implementation, and overall promotion.
- Electronic documentation of all student-athlete encounters.
- Minimize risk of injury through awareness, education, and prevention strategies.
- Assist in providing detailed injury assessments and evaluation records, including rehabilitation tracking
- Work with other healthcare professionals such as physicians, orthopedic surgeons, physical therapists, and other medical professionals as required.
- Responsible for administrative and other duties assigned by supervisor. May be required to teach an Athletic Training related course(s).
- Performs other functions as necessary or as assigned including but not limited to teaching athletic care and prevention when needed.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- A. Education:** Bachelor's degree required; masters preferred. BOC certification preferred. Previous training experience at the college or high school level or by demonstrating knowledge through college varsity participation.
- B. Skills:** General knowledge and familiarity of computers; ability to learn various software programs to support the functions of the position. Must have knowledge of a large range of athletic injuries and general medical problems, Injury assessment and evaluation skills, Ability to think critically and make independent decisions regarding the assessment, treatment, rehabilitation and return to play decisions per licensure and governing body (NJCAA) guidelines. Ability to communicate effectively in high stress/pressure situations when talking to student-athletes, coaches, medical professionals, staff and families, Ability to organize, prioritize and perform multiple tasks with little or no supervision
- C. Abilities:** Evenings and weekends are required. Some travel will be required as discussed with the Athletic Director. Individuals must possess the knowledge, skills, and abilities listed or be able to explain and demonstrate that the individual can perform the essential functions of the job, with or without reasonable accommodations, by using some other combination of skills and abilities.

Applications will be accepted until the position is filled; however, only candidates whose applications are received by **July 29, 2025** are assured of receiving full consideration. Salary is \$40,000 - \$45,000, commensurate with education and experience. Benefits provided by the college include Oklahoma Teachers' Retirement, long-term disability, group health and dental insurance, and life insurance equivalent to two times the annual contract salary. A tax-sheltered annuity wherein the college contributes 3.5% of any employee's annual salary is available after one year of employment. Employment is subject to successful completion of a background check and funding.

To apply, please send letter of application, resume, copies of all academic transcripts, and the name and phone numbers for three professional references:

E-Mail: hr@sscok.edu

and/or

Mail: Seminole State College

ATTN: Human Resources

P.O. Box 351

Seminole, OK 74818

*SSC is an AA/EEO employer committed to multicultural diversity.
SSC participates in E-verify.*

Posted July 14, 2025