

**TITLE:** Athletic Trainer

**DEPARTMENT/DIVISION:** Athletics

**REPORTS TO:** Athletic Director

**CLASSIFICATION:** Professional Staff (full-time, 10 months; n/a in June and July)

**SALARY:** \$45,000-\$50,000 annually, based on education and experience

### **POSITION SUMMARY**

The Athletic Trainer spends time one-on-one or with teams to help provide overall health and well-being while participating in athletics. Their duties include but are not limited to answering questions for athletes and coaches while assessing injuries, covering games and practices to ensure the safety of athletes, and coordinating medical care for all teams. The Athletic Trainer is responsible for providing athletic training services to Seminole State College student athletes (and members of visiting teams during games) in office, during practice, and during athletic events including prevention, evaluation, management and rehabilitation. This position requires some nights 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 faculty, staff, participants 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**

- Handles confidential information with tact and discretion.
- Attends athletic games and events as scheduled with the Athletic Director and/or coaches.
- Assists in obtaining medical insurance information/act as liaison for doctor appointments.
- Discusses the skills of safety, conditioning, nutrition, and physical health in each sport.
- Communicates with the student-athletes, coaches and parents/guardians concerning injuries when appropriate.
- Follows all departmental and college procedures in a timely, ethical, conscientious, and professional manner.
- Adheres 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/implementation, and overall promotion.
- Electronically documents all student-athlete encounters.
- Assists in providing detailed injury assessments and evaluation records, including rehabilitation tracking.
- Works with healthcare professionals such as physicians, orthopedic surgeons, physical therapists, insurance companies and other medical professionals as required.
- Performs other functions as necessary or as assigned.

## **KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:**

- A. Education:** Bachelor's degree required; masters preferred. Previous training experience at the college or high school level or by demonstrating knowledge through college degree. Nationally certified through NATABOC and Oklahoma State license eligible.
- 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 AD. 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.

Application review will begin immediately; however, applications will be accepted until the position is filled. The salary for this position is \$45,000 - \$50,000 annually, 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:

**Seminole State College**  
**ATTN: Human Resources**  
**P.O. Box 351**  
**Seminole, OK 74818**

**Email: [HR@sscok.edu](mailto:HR@sscok.edu)**

**or**

*SSC participates in E-verify.*  
*Posted February 23, 2026*