



Central Alabama Community College

Position Vacancy Announcement

Posting Date: February 2019

CONTINUOUS POSTING

POSITION:

Part Time Athletic Medical Support Staff Alexander City, Alabama (not to exceed 19 hours per week)

**POSITION
SUMMARY:**

Under the general supervision of the Athletic Director, the Part Time Medical Staff is responsible for the pre and postgame medical care and emergency medical care of college level student-athletes. The medical staff will also serve as the game day manager as needed for athletic events.

**MINIMUM
QUALIFICATIONS:**

1. Athletic trainer, EMT, paramedic, and/or nursing certification/license is **required**.
2. Current First Aid, AED, and CPR training/certification is **required**.
3. Ability to provide pre and post-game and emergency medical treatment to student athletes is **required**.
4. Ability to operate electrical equipment, including but not limited to AED's, and appropriately manage exposure to infectious materials is **required**.
5. Ability to perceive reactions to injury and/or treatment is **required**.
6. Excellent oral and written communication skills, proficiency in English language is **required**.
7. Ability to work a flexible schedule including evening hours and weekends is **required**.
8. Ability to project a positive public image and maintain a professional demeanor is **required**.
9. Proficient computer and word processing skills is **required**.
10. Ability to establish priorities and work independently is **required**.
11. Experience in the athletic training field is **preferred**.

**ESSENTIAL DUTIES
and
RESPONSIBILITIES:**

1. Adheres to the policies, procedures, and standards of Central Alabama Community College, Alabama Community College System, and accrediting agencies and federal regulatory bodies.
2. Follows all NJCAA policies.
3. Provides coverage of assigned athletic events.
4. Renders pre and post-game medical treatment for student athletes.
5. Provides emergency medical treatment for injured student athletes.
6. Assesses injured student athletes and provides proper referrals to physicians.
7. Observes and records patient condition, reactions, and responses as needed.
8. Maintains communication with coaching staff and Athletic Director regarding status of injured players.
9. Records information on injured athletes on established forms.
10. Maintains proper equipment and supplies pertinent for coverage of athletic events.
11. Maintains proper attitude of encouragement toward all athletes/staff.

12. Submits incident reports and/or records of incident or accident with self, patient/athlete or other employee as soon as it occurs and as required by college policy.
13. Follows established procedures and safety precautions.
14. Carries out physician prescribed protocols.
15. Cares for braces, prostheses, bandages and other assistive devices.
16. Assists emergency medical personnel when appropriate during assessment, stabilization and transport of injured student athlete.
17. Informs coaches and Athletic Director of pertinent information relevant to student athletic medical and safety issues.
18. Complies with procedures for maintenance of supplies and equipment.
19. Notifies coaches and Athletic Director of schedule changes or conflicts at minimum of 24 hours in advance.
20. Serves as game day manager and is available to assist game officials and document incidents as policy dictates.
21. Performs duties as assigned by the Athletic Director that pertain to the position.

**WORK
CONDITIONS
and
PHYSICAL
DEMANDS:**

The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. The employee will work inside in an office/classroom or teaching environment. The employee must follow all safety requirements carefully and wear any personal protective equipment applicable.

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to walk; sit; use hands to touch, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and ability to adjust focus.

Central Alabama Community College will make reasonable accommodations for qualified disabled employees and encourages individuals desiring reasonable accommodations to request such accommodations through the Human Resources department.

SALARY:

Local Salary Schedule (L) Hourly rate based on credential:

EMT	\$14.00 per hour
LPN	\$18.00 per hour
Paramedic	\$20.00 per hour
Athletic Trainer	\$24.00 per hour
RN	\$30.00 per hour

**APPLICATION
PROCEDURE:**

Applicants must meet the minimum qualifications and must submit a completed application in order to be considered for the position. Applications can be found on CACC website, <https://www.cacc.edu/careers/continuous-postings/>

A completed application consists of the following:

1. Completed Central Alabama Community College application.
2. Current resume.
3. Copy of certification/license or proof of passage as noted in qualifications.
4. Copy of current First Aid, AED, and CPR certification.

Application and supporting documentation should be mailed to:

Human Resources
Central Alabama Community College
34091 U S Highway 280
Childersburg, AL 35044

Central Alabama Community College will make reasonable accommodations for qualified disabled applicants or employees. The College reserves the right not to fill the position in the event of budgetary or operational constraints.

Applicants must travel at their own expense. Central Alabama Community College will make accommodations for qualified disabled applicants or employees. The College reserves the right not to fill the position in the event of budgetary or operational constraints.

**ANTICIPATED
START DATE:**

As soon as possible following posting closing date.

Central Alabama Community College is an equal opportunity employer. It is the official policy of the Alabama Community College System that no person shall, on the grounds of race, color, disability, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

Central Alabama Community College is an active participant in the Employment Eligibility Verification Program (E-Verify). E-Verify electronically confirms an employee's eligibility to work in the United States as required by the Department of Homeland Security.

In accordance with Alabama Community College System Policy and guidelines, the applicant chosen for employment will be required to sign a consent form and to submit a non-refundable fee of \$17.40 for a criminal background check. Employment will be contingent upon the receipt of a clearance notification from the criminal background check.

Central Alabama Community College reserves the right to withdraw this job announcement at any time prior to the awarding the position.

More than one position in the same job classification may be filled from the applicants for this position should another vacancy occur during the search process.