

MEMORANDUM OF UNDERSTANDING
By and Between
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
And
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT CHAPTER #291

June 13, 2023

Terms and Conditions: This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association and its Chapter #291, (hereinafter "Association"), collectively referred to as "the Parties."

It is Hereby Agreed:

There will be changes to the Athletic Trainer job description (attached herein), which include placement at Range 50 from Range 44 of the CSEA Salary Schedule.

The Athletic Trainer will be added to the 2020-2023 CSEA Collective Bargaining Agreement Article 1: Recognition, section 1.1 and Appendix "A."

This agreement is subject to all approvals required by the CSEA 610 policy and the District.

For the District

Kristina Hannon, SBCCD
Vice-Chancellor, Human Resources
& Police Services

For CSEA

Cassandra Thomas, President CSEA #291

Noah Snyder, CSEA LLR

Ernest Guillen, Team Member

Yendis Battle, Team Member

David Stevenson, Team Member

Kevin Limoges, Team Member



Athletic Trainer

Classified Range: **44 50**

Board Approved: 11/18/21, rev. TBD P. 1|4

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

Organizes and participates in programs for the care, treatment, rehabilitation, and prevention of physical injuries to athletes in the athletic program.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from appropriate supervisor; checks with supervisor regarding non-routine assignments. May provide technical and functional direction to assigned student workers/trainees.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Evaluates athletic injuries, performs appropriate first aid, and provides referrals to physicians, health services, hospitals, and other health professionals as necessary.
2. ~~Provides follow-up treatment and rehabilitation under physician's direction.~~ Coordinate, develop, and demonstrate post-surgical, preventative, and maintenance rehabilitation programs for student athletes utilizing various rehabilitative techniques, skills, and modalities following standing orders prescribed by the medical physician.
3. ~~Schedules physical examination of all athletes.~~ Develop, Organize, Schedule, and implement preventative treatment methods, including but not limited to Physical Examinations, Emergency Action Plans (EAP's), and concussion management protocols in accordance with CCCAA requirements and guidelines.
4. Applies taping and wrapping of injured areas and for injury surveillance.
5. Attends games and renders first aid and immediate evaluation of injuries as necessary.
6. Ensures Athletic Training Room is open and training services are available whenever intercollegiate teams are practicing or competing on campus.
7. Maintains confidential records, including injury report forms, diagnoses, treatment, prescriptions, physical examination reports, accident reports, and insurance forms as related to the athletics program.
8. ~~Assists in the conditioning, rehabilitation, and maintenance of the student athletes' fitness to compete.~~ Coordinates and facilitates medical referrals to physicians, specialists, physical therapists, or other healthcare providers for further evaluation or treatment beyond your scope of practice.
9. Operates whirlpool, ultrasound, hydrocollator, muscle stimulator, and other exercise and therapeutic machines.
10. Communicates with coaches, athletes, team physicians, and others regarding injuries, treatments, and rehabilitation programs.
11. Orders, receives, and stocks training supplies, equipment, and materials as needed.
12. ~~Provides technical and functional direction to student trainees in the Athletic Training Education~~



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Program:

13. Maintains current knowledge of athletic training trends and practices; incorporates new developments as appropriate into program.
14. Performs other duties related to the primary job duties.

MINIMUM QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

CORE COMPETENCIES:

Critical Thinking

- Analytically and logically evaluates information to resolve problems
- Follow guide, SOP or other step by step procedures for locating the source of a problem and fixing it
- May detect ambiguous, incomplete, or conflicting information or instructions**

Fact Finding

- Obtaining facts and data pertaining to an issue or question
- Uses defined investigation and information search techniques

Adaptability

- Responding positively to change and modifying behavior as the situation requires**
- Accept and adjust to changes and the unfamiliar

Attention to Detail

- Focusing on the details of work content
- Shows care and thoroughness in adhering to process and procedures that assure quality
- Applies knowledge and skill in recognizing and evaluating details of work**
- Applies skilled final touches on products

Listening

- Comprehend and verbal instructions and orally presented information
- Recalls or retrieves key points in a conversation
- Listen actively by rephrasing others' input cogently and accurately**

Using Technology

- Working with electronic hardware and software applications
- Using basic features and functions of software and hardware
- Experiments and finds novel uses for standard features and functions **



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- Adds, improves, modifies, or develops features and functionality**

Customer Focus

- Attending to the needs and expectations of customer
- Seeks information about the immediate and longer term needs of the customer
- Anticipates what the customer may want or expect in a product or service
- Works across organizational boundaries to meet customer needs **

Reading Comprehension

- Understanding and using written information
- Knows the meaning of printed words; comprehend the literal meaning of text
- Make interpretations, applications, deductions, inferences, extrapolations from written information **

Professional and Technical Expertise

- Applying technical subject matter to the job **
- Applies a mastery of knowledge and skill for performing across a wide range of technical or professional applications
- Possess recognized expertise outside of the organization**

Self-Management

- Follows through on instructions and assignments
- Self-directed and self-monitored in commitments and accomplishments
- Redefines or reprioritizes activities within scope of responsibility

Valuing Diversity

- Shows acceptance of individual differences
- Welcomes input and inclusion of others who may be different from oneself
- Shows understanding and empathy for the challenges of groups seeking inclusion or dealing with perceived discrimination

***Lead, Advanced or Senior Level Positions*

Education and Experience Guidelines

Education/Training:

~~A Bachelor's degree from an accredited college or university with major course work in health education, physical education, sports medicine, or a related field.~~ Possession of and ability to maintain a current certification as an Athletic Trainer by the National Athletic Trainers' Association.

Experience:

Two (2) years of experience working as a certified athletic trainer at the secondary level or higher.



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License or Certificate:

~~Possession of current certification as an Athletic Trainer by the National Athletic Trainers' Association~~

Possession of current CPR Certificate and First Aid certifications.

Possession of a valid driver's license.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions 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 job functions.

Environment: Work is performed in both indoor and outdoor environments; travel from site to site; frequently works around athletic playing fields; exposure to all types of weather and temperature conditions, noise, blood borne pathogens and bodily fluids. Positions may be required to work evenings, nights, and weekends.

Physical: Primary functions require sufficient physical ability and mobility to work with athletes on playing fields or in training facilities; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to occasionally lift, carry, push, and/or pull moderate to heavy amounts of weight up to 50 pounds; to occasionally lift, carry, push, and/or pull heavier amounts of weight with or without assistance; to operate athletic training equipment requiring repetitive hand movement and fine coordination; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; to identify and distinguish colors; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.