

ATHLETIC EQUIPMENT TECHNICIAN

DEFINITION

Under general supervision, performs a wide variety of support duties related to issuing and maintaining uniforms and athletic equipment utilized in physical education classes and athletic activities; serves as an attendant in, locker rooms, and other assigned areas; attends sports events to provide on-site equipment maintenance and repair

DISTINGUISHING CHARACTERISTICS

This is a full working level class within the Yosemite Community College District (YCCD). Positions in this class provide support to athletic activities and functions by ensuring that uniforms and equipment are available as needed and maintained in good condition.

SUPERVISION RECEIVED AND EXERCISED

Incumbents in this class receive general supervision, working alone on routine or regular work assignments and checking with a supervisor on non-routine assignments or when in doubt as to the correct procedures to follow.

Incumbents do not directly or indirectly lead or supervise other full-time employees.

ESSENTIAL DUTIES

- Receives and stores athletic uniforms, equipment and supplies.
- Measures, fits and issues athletic uniforms as well as contact sport and other safety equipment.
- Issues, checks in and accounts for uniforms and equipment used in physical education classes and athletic events.
- Attends games and athletic events as required; provides on-site athletic equipment maintenance and repair; as assigned, travels with athletic teams to assist with uniform and equipment needs.
- Labels and marks physical education and athletic equipment and supplies.
- Maintains an adequate inventory of towels, uniforms, equipment and other assigned items; creates and updates inventory control records.
- Sorts and launders clothing, uniforms and towels.
- Makes repairs and alterations to clothing, uniforms and equipment; may send out equipment requiring major repairs.
- Maintains equipment, clothing and supplies in an orderly, secure and sanitary condition.
- Issues lockers and locks and maintains records and files related to locker assignments and lock combinations; monitors the use of locker and shower areas.
- Sets up field and gymnasium equipment as assigned.
- Performs minor first aid tasks if needed; prepares accident and incident reports.
- Assists in the supervision of the locker rooms to monitor the safety of students and student athletes, prevent accidents and ensure that appropriate standards of conduct are maintained.

- Maintains team statistics and information; help coordinate and arrange game and tournament logistics.
- Performs other related duties as assigned.

TYPICAL WORKING CONDITIONS

- Work is typically performed in both indoor and outdoor environments. Exposure to hot, cold, wet, humid, or windy conditions caused by weather may occasionally be experienced.

MINIMUM QUALIFICATIONS

Education and Experience:

Any combination of education, experience and/or training that would likely provide the above-required knowledge, skills and abilities is qualifying. Typical background patterns that would provide the knowledge, skills and abilities are:

- Education: Possession of a High School diploma or GED.
- Experience: One year performing equipment and related support for athletic activities, preferably involving collegiate sports programs.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The knowledge and ability requirements are representative of essential duties. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the position.

Knowledge of:

- Methods, procedures, supplies, and equipment utilized in the conduct of physical education and competitive athletic programs.
- Techniques and procedures in the storage, care and maintenance of athletic uniforms, equipment and supplies used in physical education and athletic programs.
- Cleaning materials, supplies and equipment.
- Sewing, altering and embroidery techniques.
- Safe working methods and procedures.

Ability to:

- Perform light to moderately heavy manual activities.
- Operate computerized machinery such as sewing, serger and embroidery machines.
- Alter and tailor athletic uniforms.
- Maintain physical education and athletic uniforms and sports equipment in good repair.
- Effectively review, evaluate and maintain competitive sports uniforms, equipment and supplies.
- Maintain a variety of inventory control records.

- Understand and carry out oral and written directions.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective work relationships with those contacted in the performance of required duties.

Licenses and Certificates:

- Depending upon assignment, a valid license to drive in California may be required.

Physical and Mental Standards:

- **Mobility:** ability to ascend and descend ladders, stairs, scaffolding, and ramps; walk or stand for extended periods.
- **Dexterity:** must have a full range of motion in the upper extremities; ability to finely manipulate objects; ability to use a computer keyboard; ability to use a sewing machine.
- **Lifting:** ability to frequently to lift, carry, push, pull, or otherwise move objects, up to 50 pounds.
- **Visual Requirements:** close vision sufficient to read files, documents, and computer screens and do close-up work; ability to adjust focus frequently.
- **Hearing/Talking:** ability to hear normal speech, speak and hear on the telephone, and speak in person.
- **Emotional/Psychological Factors:** ability to make decisions and concentrate; frequent contact with others including substantial public contact.

Class Adopted: 03/01/09
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