

Overview

AYSO is an all volunteer organization which relies on its members to provide all the essential staff and leadership positions, such as coaches, referees, board members, and other administrative support.

The volunteering process can seem overwhelming, but this is so we can ensure a safe and quality program. AYSO is a world leader in coach and referee development due to our robust volunteer training program.

Who must register as a volunteer:

Who does not have to register as a volunteer:

Board Members
Coaches
Assistants Coaches
Referees
Snack Bar Coordinators
Field Coordinators
Field Monitors
Team Medical Support

Snack Bar Workers Helpers on Trash Duty Field Day Helpers Picture Day Helpers

What is the volunteering process?

There a 3 main parts of the volunteering setup process:

- 1) Filling out a form in the AYSO registration system and initiating a background check. Each year returning volunteers must update their form and do another background check.
- 2) There are a series of on-line safety course, some of which are mandated by law. These are generally one-time only courses that you will not have to take again.
- 3) Last, there are the specific training courses for coaches, referees, and administrators. Some are on-line, some are in-person, and some are a combo of on-line plus in-person. These are one-time only, although every time a volunteer moves up, they will have to take the next level of coaching or refereeing course.

⁻⁻⁻ The following pages will show both a summary and a detail of the volunteering process. ---



Summary of Volunteering Signup Process

Step 1: Sign up as a Volunteer through AYSO account.

Step 2: You will receive an email to initiate a background check.
Once background check is completed you will see the AYSOU button to the right of your name on the volunteer tab. (This could take up to 24 hours)

Step 3: New Volunteers must click through to AYSOU and take the following online safety courses:

Safe Haven
Concussion Awareness
Sudden Cardiac Arrest

Step 3.5*: Coaches 10U and older, Board Members, and Intermediate or higher Referees must complete the following:

- Livescan fingerprinting
- Safesport on-line course

Step 4: Sign up for coach/ref/admin training courses through AYSOU

* Note, this is by CA law and applies to any adult that will spend more than 16 hours per month or 32 hours per year with youth players and volunteers.

The finger printing is a one-time event, and the Safesport will have a shorter refresher course each year.

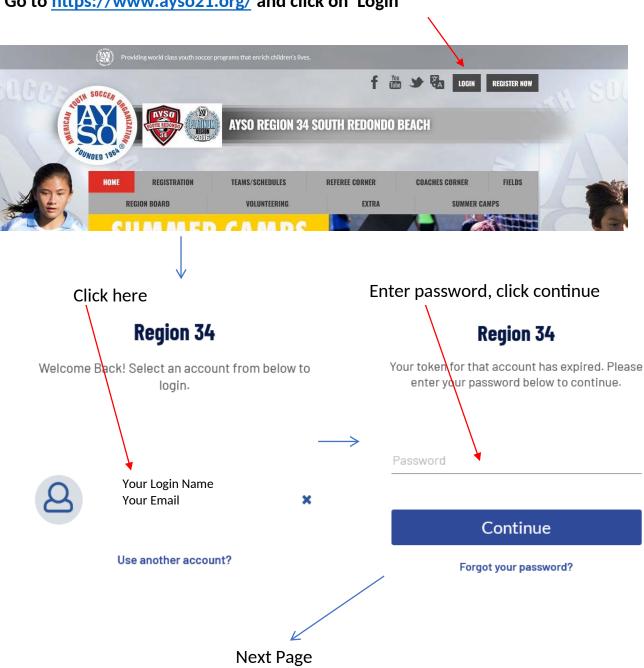
If a 7/8U coach plans to coach in spring, they will need to complete this step. (It is based on hours spent with children annually.)

For Regional and 8U referees that will hit the 16/32 hours limit, this step will be required.



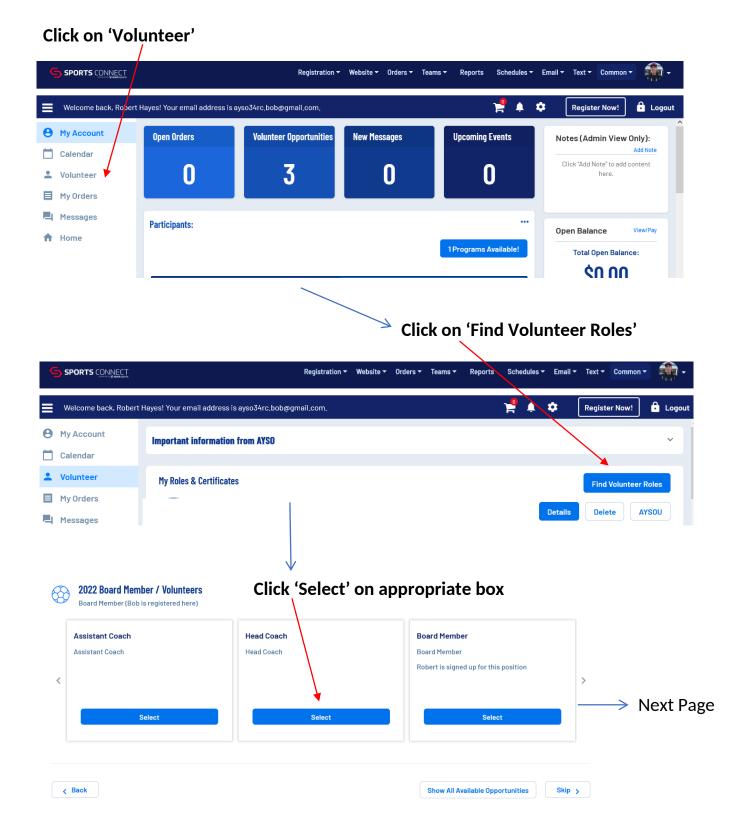
Step-by-step Volunteer Signup Process

Go to https://www.ayso21.org/ and click on 'Login'



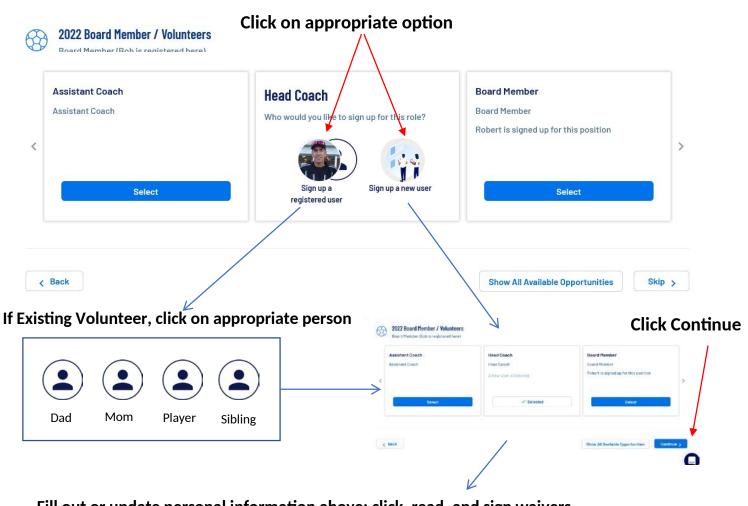


Step-by-step Volunteer Signup Process - Page 2

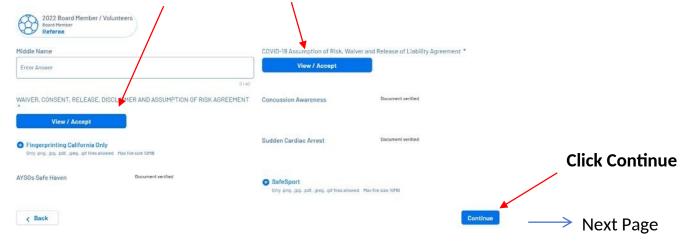




Step-by-step Volunteer Signup Process - Page 3



Fill out or update personal information above; click, read, and sign waivers





Step-by-step Volunteer Signup Process - Page 4

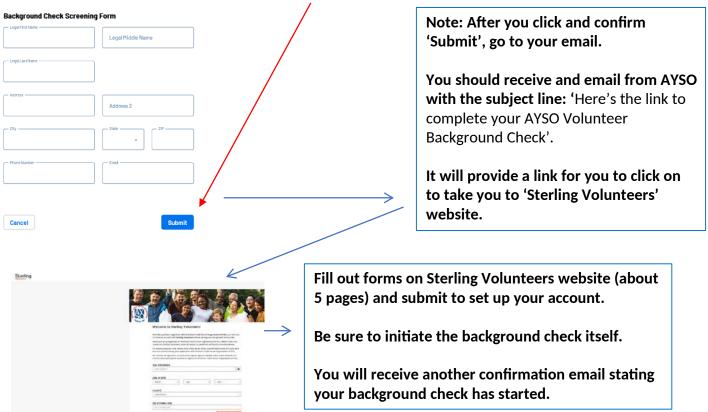
Click on 'Risk Status' box, and then 'Renew & Update'

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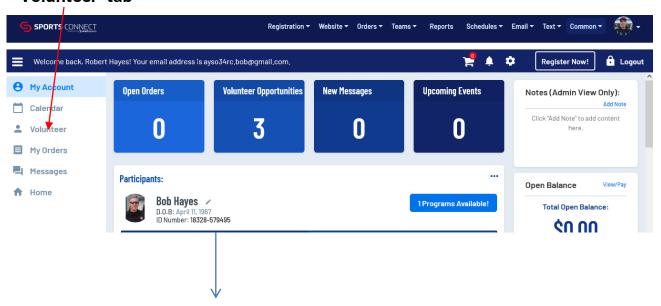
Fill out or update personal info, click on 'Submit', and reconfirm





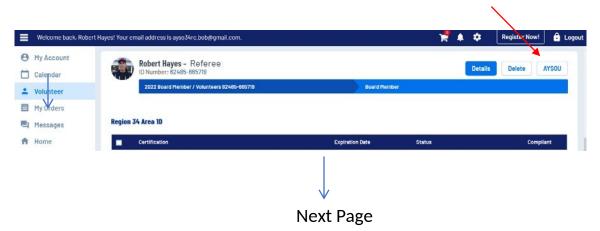
Step-by-step Volunteer Signup Process - Page 5

Once your background check has been initiated, go back to 'Volunteer' tab



After your Background check is complete, you will have a new AYSOU button appear on your volunteer profile. This could take up to 24 hours to appear.

Click on the AYSOU button to start taking your safety and specific training courses





Step-by-step Volunteer Signup Process - Page 6

You will be automatically logged in AYSOU via the eTrainU website

Click on 'Training Library'



Note: You cannot log into AYSOU or eTrainU directly; you must click through from your volunteer page.

Click on Safe Haven 'View Courses'



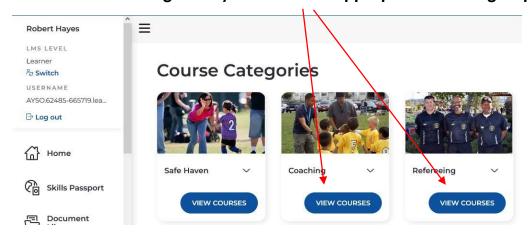
Click 'Enroll' and then 'Start' for Safe Haven, CDC Concussion, and Sudden Cardiac Arrest





Step-by-step Volunteer Signup Process - Page 7

Go back to 'Training Library' and click on appropriate course group



The following *can* be completed entirely on-line with no in-person portion:

6U Coach 8U Coach 8U Referee

If preferred, these courses can also be taken in-person (R34 does not offer the in-person 8U Referee class).

The 10U Coach and the Regional Referee Courses can either be taken in-person (full day), or can be taken as hybrid on-line with an in-person field companion course:

Coach (About 90 minutes field) Referee (About 3 hours field)

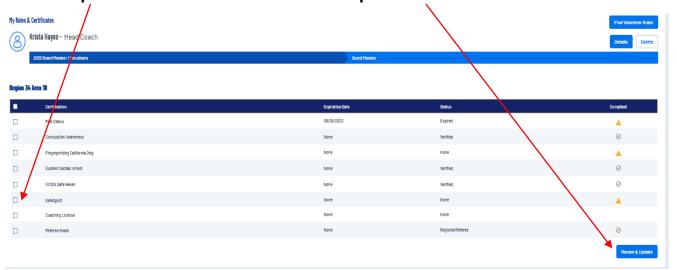
The 12U, Intermediate, and Advanced coaching courses are 2-part course comprising an on-line pre-course and a full in-person session.

The Intermediate, Advanced, and National Referee Courses are all full in-person courses.



Step-by-step Volunteer Signup Process - Page 8

For those volunteers that will hit the 16/32 hour limit with youth athletes and volunteers, go back to 'Volunteer' tab and check 'SafeSport' box and then click 'Renew & Update'.





This will bring up a dialog box with the link to the website for US Center for SafeSport. Click on link and it will take you there automatically.



Fill out form and course will begin (about 2 hours).

Your AYSO status should update automatically when complete.



Step-by-step Volunteer Signup Process - Page 9

For those volunteers that will hit the 16/32 hour limit with youth athletes and volunteers, you will also need to get fingerprinted through *Livescan*

You can click on this link: https://aysovolunteers.org/california-ab-506-background-check-livescan-policy-for-ca-volunteers or do a search of 'AYSO Livescan form'

California AB 506 – Background Check/Livescan Policy for CA Volunteers



California AB 506 (Effective January 1, 2022

Effective, January 1, 2022, all administrators, employees and regular volunteers in California MUST have a onetime background check as approved by the California Department of Justice to exclude individuals with a history of child abuse. This form of background check requires live scan fingerprinting.

To clarify, a REGULAR VOLUNTEER is a person who has direct contact with children 16 hours a month or 32 hours per year, which applies to most coaches, referees, team parents, and board members who spend 2 or more hours on the field weekly.

To help streamline the process, we have partnered with ApplicantServices.com. Through this process, the cost has been reduced to \$20 - \$25 per volunteer based on the process you use. If you are fingerprinted at a live AYSO event the cost is \$20 and \$25 at a Live Scan Service Center (UPS Stores). Please understand that this specific process has been negotiated specifically for AYSO, so you will need to register via the link provided below to receive this cost discount and to ensure the information is sent to AYSO directly from the Californial Department of Justice.

Please note that Livescans are not transferrable from another organization, so you need to perform this process for each applicable organization you volunteer with, but the good news is that this is a one-time requirement.

Link to Register: https://www.ApplicantServices.com/AYSO

This will bring up a page on the AYSO National website.

Click on this link

Note: Even if you have had a previous Livescan, you need to do a separate AYSO Livescan (they are not transferrable).





You can get a Livescan at any UPS Store or at a regional AYSO fingerprinting event.

Fill out documents on line; they will be able to bring up your info when checking in.