

Volunteer instructions (for coaches and referees)

THANK YOU FOR VOLUNTEERING!! AYSO would not exist without your commitment and we really appreciate you. These are the steps to ensure you complete the required training and verifications.

Some of these steps will not work on a phone or tablet. **Please use a laptop or a desktop.**

1. Sign up to volunteer by logging in to your account, or creating an account in Region 10's registration site: <https://ayso.bluesombrero.com/region10>



VERY IMPORTANT: each volunteer must create their own account in BlueSombrero so the training courses are recorded specifically for you. Do not use your spouse's or parent's account if that was used to register a player.

If you are registering for the first time, follow the on-screen instructions to verify and complete your volunteer account.

If you are a returning user, click "Find Volunteer Roles" at the bottom of the page.

2. Choose the current season-Volunteers option, and select either “Volunteer – Boys” or “Volunteer – Girls” (it does not matter which you choose).

Programs

- 1 2025 National Games - Invite Only [View Divisions](#)
- 2 2025 Fall [View Divisions](#)
- 3 2025-2026 Volunteers [Hide Divisions](#)
Select Divisions:
☒ Volunteer - Boys
☐ Volunteer - Girls
- 4 2024-2025 Volunteers [View Divisions](#)

[< Back](#) [View Selected Opportunities](#)

3. Select your desired volunteer role (“Assistant Coach,” “Head Coach,” or “Referee”):

2022 Fall - Volunteers
Volunteer - Girls

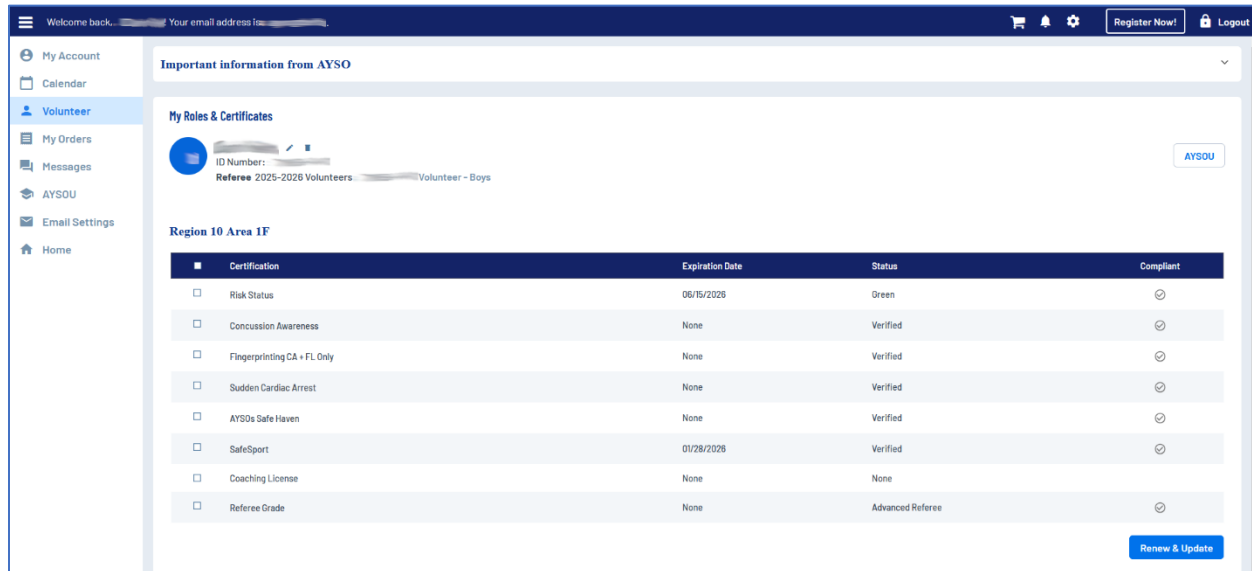
Head Coach Head Coach Select	Assistant Coach Assistant Coach Select	Referee Referee Select	Board Member Board Member Select
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[< Back](#) [Show All Available Opportunities](#) [Skip >](#)

4. Review and/or update information on the next screen, including signing waivers.

IF you have already done SafeSport training for another sport in the last year AND you have your certificate, you can upload it on this screen. If you have not or do not have your certificate, move to the next screen. If you’ve already done SafeSport for AYSO it should already show up as complete. **Youth volunteers** (under age 18) should not take SafeSport training.

5. On the next page you'll see a list of trainings/verifications that are needed.



For Risk Status, if not “Green” or “Blue,” check the box next to Risk Status, then click the blue renew and update button. This will trigger an email from Sterling that you’ll need to read and follow those directions to complete your background check. Once it’s complete it will automatically update in the AYSO system. If you want to be reimbursed for the \$25 cost, please submit your receipt to the Region 10 Treasurer at ayso10t@gmail.com. Please include your name and address so he can mail you a check. If you need both Live Scan and the Sterling background check reimbursement, please submit the receipts together.

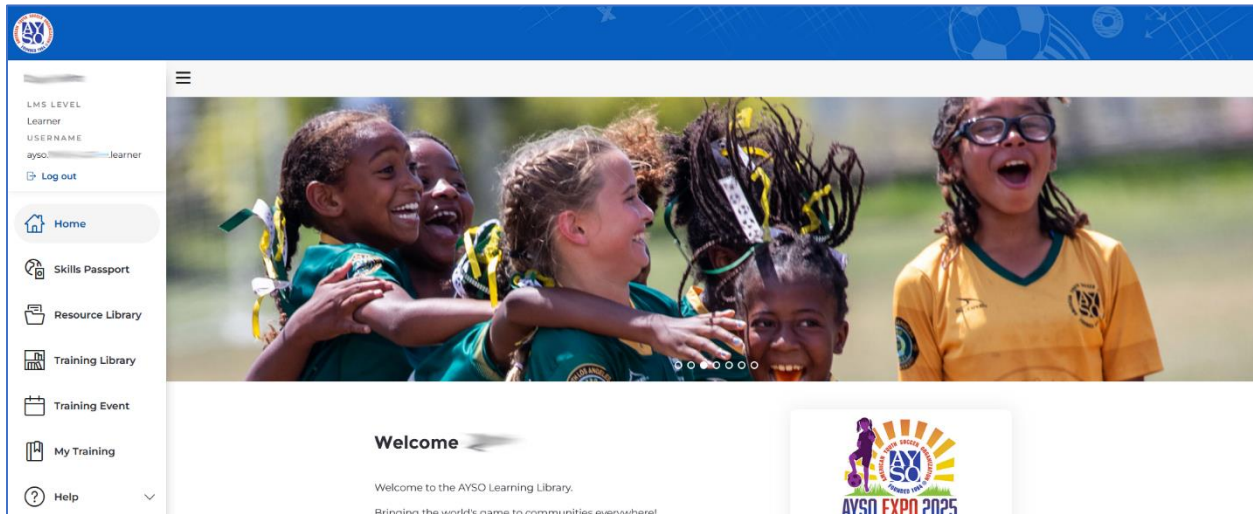
Youth volunteers (under age 18) should show up as blue and NOT have to do the background check.

For Concussion Awareness, Sudden Cardiac Arrest, and AYSO’s Safe Haven: you’ll need to go to AYSOU to complete these if you haven’t completed these in prior years.

The **AYSOU button** is in the menu on the left side of the screen. It should link you directly to the training portal.

Once those trainings are complete, they will automatically update in the system. You don’t need to upload anything.

AYSOU/ETRAINU looks like this:



You'll click Training Library on the left, then

Safe Haven, CDC Concussion Awareness, and Sudden Cardiac Arrest courses are all found in the "Safe Haven" folder. All courses are there. You'll register for and complete the online courses. This only has to be done once, so if you completed these in prior years, you're good to go.

For SafeSport: in BlueSombrero, on the Volunteer page, click the box next to SafeSport and then click the blue renew and update. This will take you to a new window to complete the SafeSport training. If you have already completed SafeSport for another sport and have the certificate, you will be able to upload your certificate.

For Fingerprinting: The state of California now requires Live Scan fingerprinting for all youth sports adult volunteers. Unfortunately, it must be done for each organization, so we cannot accept Live Scan results from your work or other volunteer positions. If you have previously done Live Scan for any AYSO region, it DOES count, and only needs to be completed once, so it should show up as completed. You can get them at your convenience by following this link:

<https://www.applicantservices.com/AYSO>

Youth volunteers (under age 18) are not required to have Live Scan fingerprinting.

There are a few close locations to complete this. The results will come directly to AYSO, but you will need to pay for the service out of pocket. If you'd like to be reimbursed the \$25 fee, submit your receipt to the Region 10 Treasurer at ayso10t@gmail.com. Please include your name and address so he can mail you a reimbursement check. If you need both Live Scan and the Sterling background check reimbursement, please submit the receipts together.

For Coach-specific training: Go to the Coaching folder in AYSOU and choose the Online or Online + In-person coach training options based on the age group you'll be coaching. More info on the in-person components and detailed info about which course you need can be found on the [Region 10 Coaches page](#).

For Referee-specific training: The courses are all in the referee folder in AYSOU. To determine which course to take, go to the [Region 10 Referee Training Page](#) for detailed instructions.