

VOLUNTEER REQUIREMENTS

Per Little League, all Head Coaches (Managers), Assistant Coaches, and designated Team Parent(s) MUST complete a background check, abuse awareness, and concussion training. No exceptions.

Background Check:

Required every year for all managers, coaches, and assistant parents, including any parent you plan to have in the dugout with players. Approximate time: <5 minutes

- a. Log into [BNLL.org](https://bnll.org), click “volunteer” (on left).
- b. Answer the questions for your chosen role. **If you were in a different role last year, delete the old role and "re-apply" under the new role.** If you volunteer with two teams, you will need to sign up for both roles in the system, but you will NOT need to fill out the background check more than once.
- c. You will receive an email “BNLL Background Questionnaire Notification”
 - i. **WITHIN 14 DAYS, click the email link to complete your background check.**
- d. You will receive a notification from JD Palatine when your check is complete.

Abuse Awareness:

Required every year for all managers, coaches, and assistant parents, including any parent you plan to have in the dugout with players. Approximate time: 45 minutes

- Scan or manually enter the link to complete
- When complete, a certificate will be emailed to you.
- **How to upload your certificate:**
 - Complete by Computer (not phone):
 - Download a copy of emailed completion certificate
 - Log into your bnll.org account
 - Click the ‘volunteer’ tab on the left
 - Click the little pencil icon next to your name
 - Training certifications to upload are at the very bottom.
 - SAVE! (System doesn’t automatically save.)



<https://www.littleleague.org/university/articles/abuse-awareness-training-course/>

Concussion Training:

Required every three (3) years. Approximate time: 45 minutes

- If you completed within the last two years, you still need to upload your certificate to your bnll.org account using instructions above to **upload your certificate.**
- Using your computer (not phone): If you need to complete the concussion training, create an account (or login). When creating an account, the system will not recognize the zip code 97703 (if you live in 97003, select 97002). Select that you are completing for a ‘Not for Profit Organization’ then select ‘Other Not for Profit’. You will receive an email to verify your account, open the link in that email to login and access the course catalog. Search for course: [HEADS UP to Youth Sports: Online Training for Coaches](#). Click the green “Pre-Assessment” button, follow prompts. Once complete, **download the certificate** to your computer and follow instructions above to **upload your certificate.**



<https://www.train.org/cdctrain/course/1089818/details>