

OAK RIDGE WOODLANDS AREA LITTLE LEAGUE

Volunteer Registration Manual



The league thrives on volunteer support, and we can't accomplish anything without your help. Everyone at Orwall Baseball League is a volunteer, including board members.

If you're thinking about obtaining a volunteer badge, please do so as soon as possible. The experience is incredibly fulfilling for both you and your child and will instill a genuine passion for the game in them.

Some volunteer roles require a badge, while others do not.

To be on the field during the games, you must register for a volunteer badge through the ORWALL website orwallbaseball.com (the same site where you registered your player). A physical badge is mandatory for anyone wanting to be on the field during games—**there are no exceptions to this policy.**

A volunteer badge is not required to assist the team with activities such as scoreboard, scorebook, pitch count (if apply) or team parent.

We are here to help and guide to provide to you and your little ones the best experience possible.

Each season we have ~800 + volunteers, any time you made an update to your application the system doesn't send any notification, so it is very difficult to track any changes. For this reason, once you have followed all steps and requirements on this manual and completed your application. Please send an email to safety@orwallbaseball.com. If everything is correct and complete you will receive an email confirmation.

How to register as volunteer

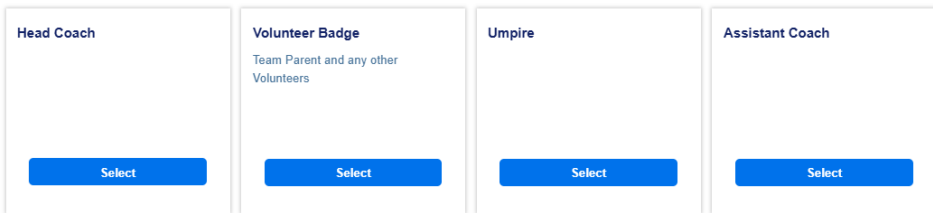
1. Login into your account on orwallbaseball.com
2. Click the square that says Volunteer Opportunities.



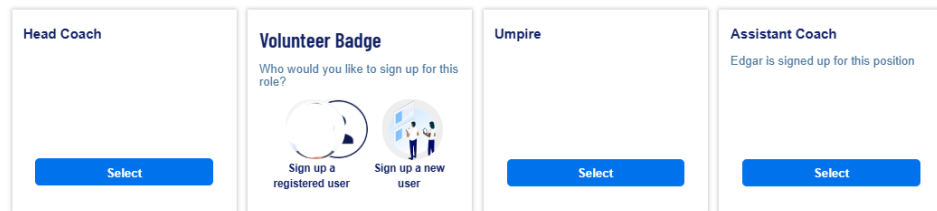
3. Look for the button on the right side of the screen that says Find Volunteer Roles.



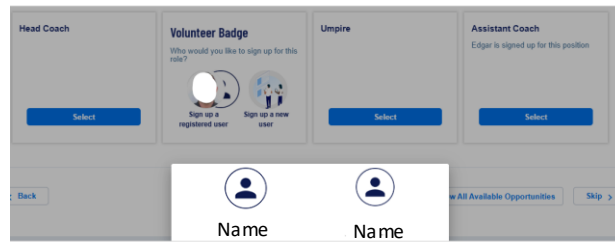
4. Select the box that says your desired role.



5. Click sign up as a registered user (or as a new user if you are not currently on the account).




6. Choose the correct person for the volunteer role you are signing up for.




7. Then press the blue Continue button in the bottom right corner.




 New User

You've selected the following opportunity:

 2026 Spring Baseball Kid Pitch Gold Volunteer Badge

Contact Information

8.  Upload Profile Picture

Legal First Name * Legal Last Name *

Email Address * Date of Birth *


Gender * Street *

City * State * ZIP *

Cell Phone *

Additional Information

We need a little more information for the following roles you've selected.

 2026 Spring Baseball Kid Pitch Gold Volunteer Badge

Have you ever been charged with, convicted of, plead no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature? *

☐ Yes ☐ No

If yes, describe each charge in full. N/A if not: *

Have you ever been convicted of or plead no contest or guilty to any crime(s)? *

☐ Yes ☐ No

If yes, describe each crime in full. N/A if not: *

Do you have any criminal charges pending against you regarding any crime(s)? *

☐ Yes ☐ No

If yes, describe each pending charge in full. N/A if not: *

Have you ever been refused participating in any other youth programs and/or listed on any youth organization ineligible list? *

☐ Yes ☐ No

If yes, explain why. N/A if not: *

Little League Volunteer Application *

[View / Accept](#)

Little League Child Protection *

[View / Accept](#)

Additional State Required Clearances

☐ Only .png, .jpg, .pdf, .jpeg, .gif files allowed. Max file size 10MB

9. ☐ Uploaded a headshot (selfie is okay) for your badge. No sunglasses or hats. *

Only .jpeg, .png, .jpg, .gif files allowed. Max file size 10MB

10. ☐ Government Issued ID *

Only .png, .jpg, .pdf, .jpeg, .gif files allowed. Max file size 10MB


11. ☐ Training Certifications (First Aid, CPR, Concussion, Abuse Awareness)

Only .png, .jpg, .pdf, .jpeg, .gif files allowed. Max file size 10MB

[Back](#) [Invite User and Continue](#)

8. The next page will ask for your information and this information is collected securely by our website. These items are required for your background check and to issue a badge. Make sure to fill and complete all information.

9. You will also need to upload a **photo of your government ID (DL)** and a **headshot photo of yourself** (shoulders up, no hat or sunglasses).


 **Uploaded a headshot (selfie is okay) for your badge. No sunglasses or hats. ***

Only .jpeg, .png, .jpg, .gif files allowed. Max file size 10MB

 **Government Issued ID ***

Only .png, .jpg, .pdf, .jpeg, .gif files allowed. Max file size 10MB

10. If you already complete and have your Little League Abuse Awareness Certificated, you can upload here, if not you can add it latter.

 **Training Certifications (First Aid, CPR, Concussion, Abuse Awareness)**

Only .png, .jpg, .pdf, .jpeg, .gif files allowed. Max file size 10MB

11. Once you complete the page, click the blue Continue button in the bottom right corner.

Once we have sent your information in for the background check, you will receive an email from "ORWALL LITTLE LEAGUE

automation@instascreen.net" with the subject line: "ORWALL LITTLE LEAGUE Background Questionnaire Notification."

Be on the look for this email since it may arrive to your spam. Please read and complete the process outlined (it only takes a few minutes). Link is only valid for 14 days, after that will expire.

ORWALL LITTLE LEAGUE Background Questionnaire Notification

From ORWALL LITTLE LEAGUE <automation@instascreen.net>

Date Mon 12/29/2023 1:12 PM

To



Hello

As part of your consideration for volunteer work, you will need to fill out the Volunteer Application found at the link below.

[Click here to begin](#)

The Volunteer Application takes approximately 15 minutes to complete and we recommend that you double check the information you provide for accuracy to make sure there is no delay in processing your background check.

To remain in active consideration for volunteer work, you must complete the Volunteer Application within 14 days.

Thank you,

ORWALL LITTLE LEAGUE
morgankellett@yahoo.com

Once you click the link, will take you to JDP site

<https://www.jdpalatine.net/>

Complete all information and make sure to select to do it electronically to avoid any delay.

If you do not complete this portion, you will not be eligible to receive a badge as your background check will not have been completed.

When fish you should see the following screen with your confirmation number and should also receive an email with your file number.



Confirmation

Thank you for completing your online background questionnaire. Your confirmation number is **16768556**. You may be asked for some future time. If you would like to print a copy of your Authorization or your Confirmation, please click on the appropriate button. If you have any questions regarding next steps, please contact the background screening agency below.

Security Notice: It is strongly recommended that you close all browser windows to ensure that you

ORWALL LITTLE LEAGUE

P.O. Box 8094
Spring, TX 77387

JD Palatine dba

10675 Perry Hwy
#607
Wexford, PA 15091
Phone: 855-940-3232
Fax: 877-389-5105

Print Authorization

Print Confirmation

When you are finished, p



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December 29, 2023

Hello EDGAR EZEQUIEL PERAL AVILES,

Thank you for filling out our volunteer application. Your file number is **16684883**. Use this number when referring to your background screening report. If you have any questions regarding next steps, please contact us using the information below.

Thank you,

ORWALL LITTLE LEAGUE
morgankellett@yahoo.com
P.O. Box 8094
Spring, TX 77387

NOTE: If you have any questions regarding your background screening report, please contact the background screening agency below.

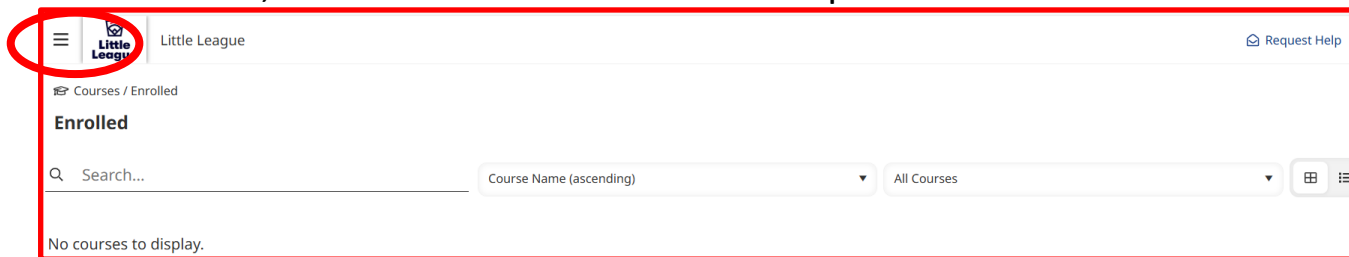
JD Palatine dba/JDP
Phone: 855-940-3232
Fax: 877-389-5105
10675 Perry Hwy
#607
Wexford, PA 15091

This course needs to be completed annually at the beginning of the year and will be valid for both seasons Spring and Fall.

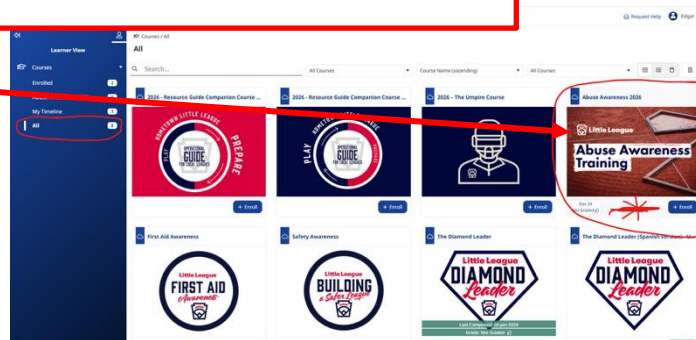
The link for the course is:

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

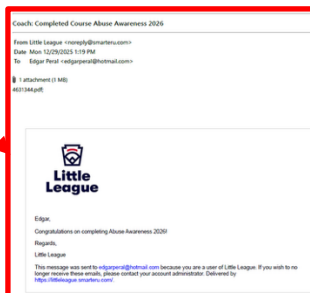
When you login for the first time it take you to the courses you are enrolled, this may be empty. If you don't see it in the list, click on the three lines in the top left side and select all courses.



Select the "**Abuse Awareness Course**" to enroll and be completed. This is a requirement by Little League. You should receive an email confirmation of completion with the copy of the certificate PDF file attached. Certificate will need to be uploaded to your volunteer profile in Sports Connect (orwallbaseball.com).

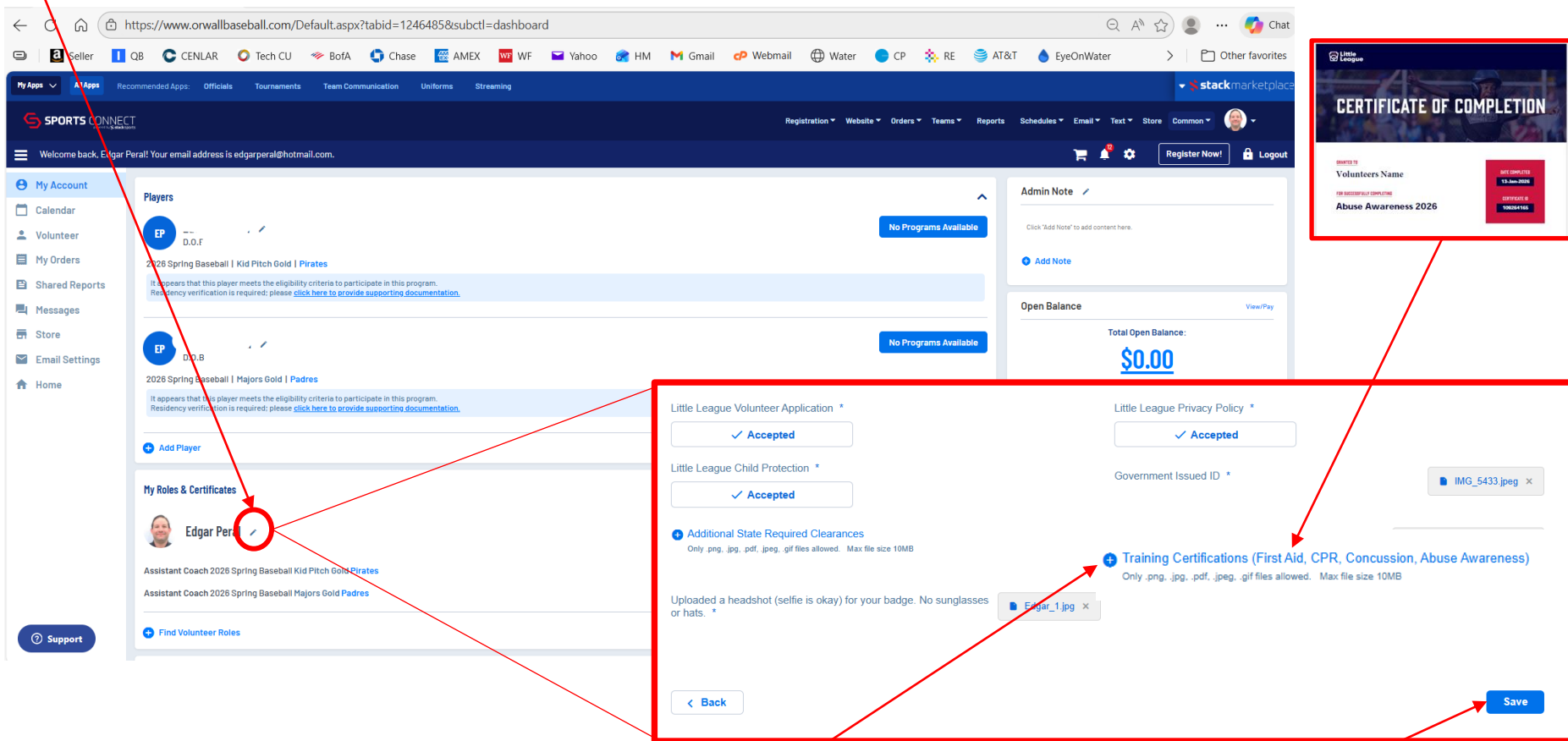


The "**First Aid Awareness**" and "**Safety Awareness**" need to be completed by two person on the team, the Head Coach and one other. Once completed these need to be sent to volunteer@orwallbaseball.com



Once completed, please upload the **"Abuse Awareness Certificated"** to your volunteer profile in Sports Connect orwallbaseball.com

Click the pencil beside your name in your volunteer profile.



The screenshot shows the Sports Connect website interface. The user is logged in as Edgar Peralt. The 'My Roles & Certificates' section is highlighted, showing roles for '2026 Spring Baseball Kid Pitch Gold Pirates' and '2026 Spring Baseball Majors Gold Padres'. A red circle highlights the pencil icon next to the user's name 'Edgar Peralt'. A red box highlights the 'Training Certifications (First Aid, CPR, Concussion, Abuse Awareness)' section, which includes a file upload area with a file named 'Edgar_1.jpg' and a 'Save' button. Another red box highlights a 'CERTIFICATE OF COMPLETION' for 'Abuse Awareness 2026'.

Scroll down to the section "Training Certifications (First Aid, CPR, Concussion, Abuse Awareness)" and upload your certificate.

Make sure you click the save blue bottom on the bottom right.