

1.	Gather your information to complete the Volunteer Application.	<p>All parents interested in helping Manage, Coach, or help at practice, <u>must</u> complete an On Field Volunteer Application to receive an ID badge. You will need:</p> <ul style="list-style-type: none"> • Driver's License • Contact information for three references • Social Security Number • Food Worker's Card (if you have one) • Certification information, such as CPR, etc. <p>Note: The Manager and Coach Application is located within the Volunteer Application.</p>
Create or Login to Your Sports Connect Account		
2.	Log into your Member Account. New Families: Create ONE Member Account per family. Once you have created an account, you may login with that account for every member of the family.	<ul style="list-style-type: none"> • Click on "Member Login" located above the menu. • Log in, use the same account created for your child. New Users: Create a username and password. <p>From your Member Account, you will be able to register all your players; complete Volunteer Applications; and track your payments.</p>
Complete the Volunteer Application		
3.	Complete the Volunteer Application, including the Manager/Coach questions	<ul style="list-style-type: none"> • In your Member Account, click on "Register Now." • Under the "COACHES / VOLUNTEER" select the age group for your player. • Next, select the age group you are interested in managing or coaching (which will be the same group you registered your son/daughter). Register in ONE age group only. You may assist in any age group. • Certification information, such as CPR, etc. <p>Note: The Manager and Coach Application is located within the Volunteer Application.</p>
4.	Register another player or volunteer in your family.	Before you finish the registration process, you may select "No, I am not finished, I would like to register someone else" Register the next player or another volunteer. See Registration Instructions for more information.
5.	Complete your registration.	Once you have registered all your players, and completed the Volunteer Application(s), select option to finish registration.
6.	Log out of your Member Account.	Log out of your member account by selecting "Log Out" option located on the top of the website menu bar.

Complete Your Registration		
7.	Provide your SSN number to the league.	<ul style="list-style-type: none"> • We require a SSN to complete your background check. This is not collected by the online registration. You may submit your SSN by either method: • If you volunteered in 2018, please use the <u>Returning Volunteer Form</u> to capture your SSN and signature. If this is your first year of volunteering, you would use the <u>New Volunteer Form</u>. • Submit the appropriate form at a Turn In Day OR mail to Alderwood Little League, ATTN: President, P.O. Box 3326, Lynnwood, WA 98046. You may also email it to the League <u>President</u>.
8.	Volunteers: All volunteers must have on file (1) a current Driver's License, (2) completed the Sudden Cardiac Awareness Training, and (3) photo for ID badge.	<ul style="list-style-type: none"> • All Volunteers: Submit a copy of your Driver's License by mail OR in-person at the next Registration Turn In Day. • NEW! IN ACCORDANCE WITH WASHINGTON LAW, ALL ON FIELD VOLUNTEERS MUST COMPLETE AN ON-LINE TRAINING ON SUDDEN CARDIAC ARREST AND SUBMIT THE CERTIFICATE OF COMPLETION TO THE LEAGUE. For information on the training, please go the <u>Safety Tab</u>. • New Volunteers must submit a "head shot" photo for use on your Volunteer ID Badge via email to <u>playball@alderwoodll.com</u> OR attend the next Registration Turn In Day to have your photo taken •
9.	League Membership	<p>All managers and coaches are encouraged to become a member of our league. Members may participate in the election of our board, attend the Annual Meeting in May, and attend open board meetings to learn more about our league.</p> <p>To Join our Membership: You will be asked during your player registration to become a member. Answer "Yes" to this question. You will be assessed a \$5.00 membership fee.</p>
Thank you for Registering with Alderwood Little League		