

Volunteer instructions (for coaches and referees)

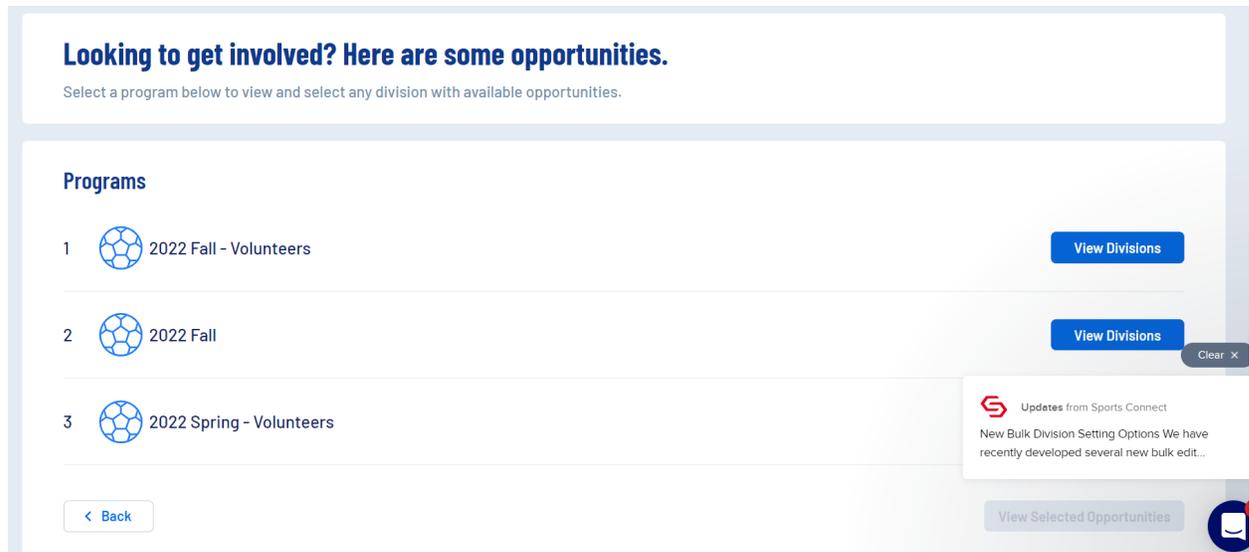
THANK YOU FOR VOLUNTEERING!! AYSO would not exist without your commitment and we really appreciate you. These are the steps to ensure you complete the required training and verifications. If you have volunteered before, there are some new state requirements and the website looks a little different, so please take a look at this info.

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: <http://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.

2. Choose the current season-Volunteers option



The screenshot displays a web interface for finding volunteer opportunities. At the top, a blue header reads "Looking to get involved? Here are some opportunities." Below this, a sub-header says "Select a program below to view and select any division with available opportunities." The main content area is titled "Programs" and lists three options, each with a soccer ball icon and a "View Divisions" button:

- 1 2022 Fall - Volunteers
- 2 2022 Fall
- 3 2022 Spring - Volunteers

At the bottom left, there is a "< Back" button. At the bottom right, there is a "View Selected Opportunities" button and a small circular icon. A notification box on the right side of the page reads: "Updates from Sports Connect: New Bulk Division Setting Options We have recently developed several new bulk edit..." with a "Clear x" button.

3. Select your role (Assistant Referees should choose the Referee role):

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.

My Account
Calendar
Volunteer
My Orders
Messages
Home

2022 Spring - Volunteers 32942-30781 Volunteer

<input type="checkbox"/>	Certification	Expiration Date	Status	Compliant
<input type="checkbox"/>	Risk Status	10/03/2024	Blue	⚠️
<input type="checkbox"/>	Concussion Awareness	None	Verified	✅
<input type="checkbox"/>	Fingerprinting California Only	None	None	⚠️
<input type="checkbox"/>	Sudden Cardiac Arrest	None	Verified	✅
<input type="checkbox"/>	AYSOs Safe Haven	None	Verified	✅
<input type="checkbox"/>	SafeSport	None	None	⚠️
<input type="checkbox"/>	Coaching License	None	None	⚠️
<input type="checkbox"/>	Referee Grade	None	Regional Referee	✅

[Renew & Update](#)

For Risk Status, if not green or blue, click 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 Mike at citymaster@gmail.com. Please include your name and address so he can mail you a check.

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

For Concussion Awareness, Sudden Cardiac Arrest, AYSO's Safe Haven, Coaching license and Referee training: 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 top right of the screen and is white. It should link you directly to the training portal. Sometimes it doesn't work. **If it doesn't, first try logging out, exiting all windows, and logging back in.**

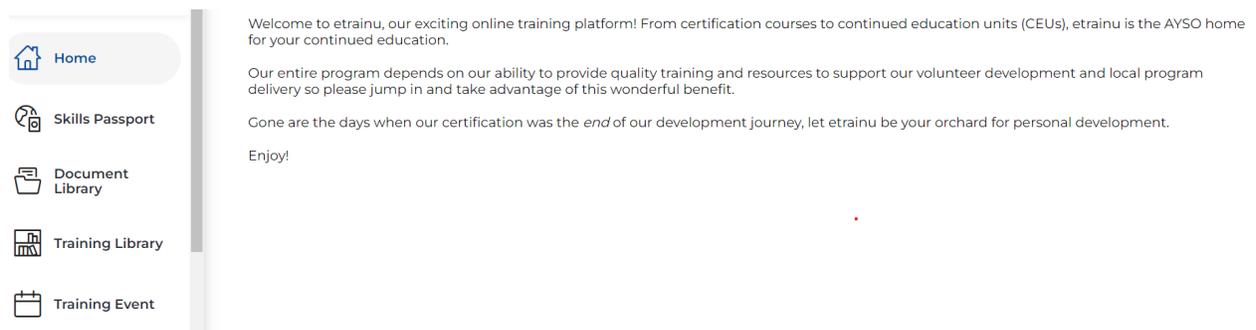
If the AYSOU button is still not visible, most likely you have logged in using someone else's account (a spouse or parent). See step 1 above. If that doesn't work, follow these instructions:

https://wiki.ayso.org/wiki/Troubleshooting_AYSOU_Button_Not_Showing

and if you still have trouble, contact the Sports Connect Help Desk at (866) 672-1067 during business hours or by email: aysosupport@stacksports.com

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

For AYSO's Safe Haven, Concussion Awareness, Sudden Cardiac Arrest: Go into 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, please see the instructions in step 4 above.

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. Region 10 has a few ways for you to complete this.

- 1) We'll be holding fingerprinting events over the summer. Watch your email. These will be billed directly to AYSO, so there will be no out of pocket expense for you.
- 2) 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 Mike at citymaster@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, please submit for reimbursement together to save Mike a little work.

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 at <http://ayso10.teamopolis.com/league/page.aspx?PageID=3344>

For Referee-specific training: The courses are all in the referee folder in AYSOU. To determine which course to take, go to the Referee Training Page of AYSO10.org for detailed instructions: <http://ayso10.teamopolis.com/league/page.aspx?PageID=8281>