

Volunteer Application & Background Process

Applicable to the following roles: Coaches, Team Managers, Referees, Board Members, Committee Members, and VIP Buddies.

Application and Background Screening

Two-step process:

1) Submit a volunteer application on hesperiaayso.org. Please create a new account if there are multiple volunteers within your household. This will help ensure that certifications are recorded appropriately.

2) After you eSign, you will receive a pop-up message to initiate the background check. Please ensure that this portion of the process is completed to avoid a delay in application processing. An email will also be sent to the email address entered. You may initiate the background screening process from this email.

Note: A volunteer application must be completed for each level that you coach/team parent. Only a single volunteer application is needed for the referee and board member positions.

Identity Verification

Applicable to the following roles: Coaches, Team Managers, Referees, Board Members, Committee Members.

All new volunteers must show picture identification to the Regional Board. This may be shown in-person or a picture of your ID may be emailed to cvpa@hesperiaayso.org.

LiveScan Fingerprint by AYSO

Applicable to the following adult volunteer roles: Coaches, Assistant Coaches, Team Managers, Referees, Board Members

Once the background check is completed, you will receive an email with instructions for how to set-up the appointment. This is paid for by Region 878. Email asstcvpa@hesperiaayso.org or commissioner@hesperiaayso.org if you have not received the information.

This process may take 2-3 weeks to receive the results. Please keep a record of your ATI # after completion as this will assist us with any technical issues when receiving results.

Volunteer Training and Certification

General Training and Certifications

Applicable to the following roles: Coaches, Team Managers, Referees, Board Members, and VIP Buddies.

Online training is managed within eTrainU. Follow the steps below to access the system.

- 1) Log into your hesperiaayso.org account
- 2) Click the Volunteer tab
- 3) Click the AYSOU button located by your name

Complete the following training courses. These courses must be completed every two years to be compliant.

Locate the courses within AYSOU - Training Library

- AYSO's Safe Haven training
- CDC Concussion training
- Red Cross Sudden Cardiac Arrest training

Coach Training

Applicable to the following roles: Coaches

Online Courses

The courses are located within the AYSOU - Training Library (Coaching Folder).

- Playground Activity Leader
- 6U Coach
- 8U Coach
- 10U Coach (field work is required in addition to online portion)
- 12U Coach (pre-course online)

Tip: Many 10U coaches opt to take the online 10U and 12U courses and the full day in-person 12U course to earn both badges at the same time. The field portion for 12U meets the requirements for the field training for 10U.

Instructor-Led Courses

Register for the courses within AYSOU - Training Events

10U Coach – Field Session (½ day)

12U Coach – (1 day session - ½ day classroom and ½ day field session)

Intermediate Coach (14U) – (1 day, with course pre-work required)

Advanced Coach (16U/18U) – (1 day, with course pre-work required)

Referee Training

Applicable to the following roles: Referees

The following course progression is needed to become a **Regional Referee**:

- Regional Referee Online Course - Online
- Regional Referee Online Companion Course

The Regional Referee course is designed to take someone who has never seen a soccer ball before to an official ready to officiate a U10 match! This class provides the “book learning” AND the foundation of skills needed to put the book learning in action on the pitch. You aren’t expected to remember every law of the game, but you WILL remember the laws most often seen on the U10 field and will know how and when to make the call. With practice you will be ready for the U12 field.

This is the perfect introduction to the ART of refereeing this beautiful game!

Once you’ve practiced refereeing as a Regional Referee for a season, upgrade to Intermediate Referee where you will learn ALL the Laws of the Game (LotG) and refine your skills as an official on the pitch! Talk to your Regional Referee Administrator Staff when you are ready to upgrade (and don’t be surprised if you hear from them first to let YOU know you are ready!)

Online Courses

The courses are located within the AYSOU - Training Library (Referee Folder)

- Regional Referee Online Course - Online
 - The “real” textbook learning of The Laws of the Game (LotG) and the skill of refereeing
 - Approximately 5-6 hours, learn at YOUR OWN PACE. Take breaks to process your learning then come back to the next section
 - Entirely online!!!

Instructor-Led Courses

Register for the courses within AYSOU - Events

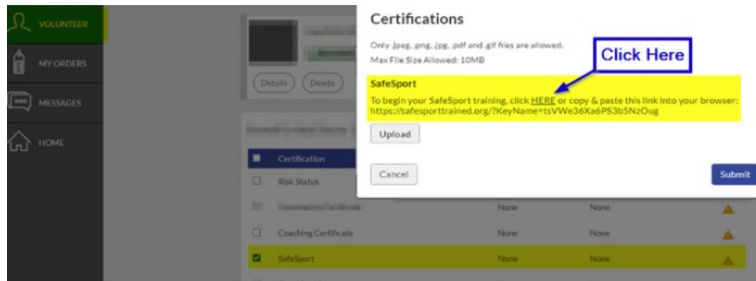
- Regional Referee Online Companion Course
 - An opportunity to review the online course materials WITH LIVE INSTRUCTORS to get your questions answered and confirm your learning.
 - Approximately, 1-3 hours depending on Q&A from participants
 - Offered in-person, via ZOOM, or another virtual platform

SafeSport Training Access and Information

You DO NOT need to upload your certificate. The system will update approximately 45 minutes after completion.

Register for Safesport from SportsConnect

1. Login to your Sports Connect account where you registered as a volunteer.
2. Click Volunteer on the left-hand side of the screen
3. Check SafeSport box
4. Click Renew and Update - A screen will pop up; 'click **HERE**' or copy and paste the URL into your browser to begin training



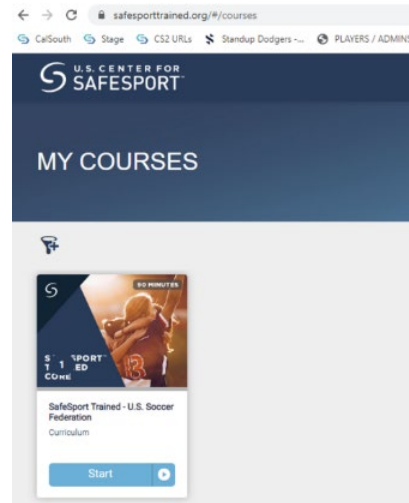
Access SafeSport from the U.S. Center for SafeSport

[Click the link to access the sign up page](#)

Enter the information as follows:

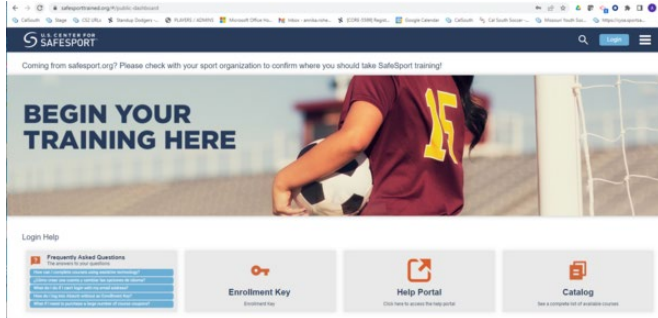
- First Name, Middle Name, and Last Name: Full legal name
- Email Address associated with volunteer in AYSO
- Organization Member ID: N/A
- "N/A" for Organization Member ID,
- Name of Sport or Community Organization: AYSO
- Date of Birth: Format mm/dd/yyyy
- Enrollment Key: tsVWw36Xa6PS3b5NzOug (May need to click the Enrollment Key button to access)

Select the course: SafeSport Trained – U.S. Soccer Federation



Access SafeSport from Browser Navigation to SafeSport

If you navigate directly to SafeSport you will need to enter the Enrollment Key to be directed to the FREE US Soccer version that will automatically update your volunteer profile in the Association Platform which will flow back to both registration systems. From this screen, click Enrollment Key

A screenshot of the "Enrollment Key" entry form. It features a blue key icon at the top. Below the icon, the text reads "Enrollment Key". A prompt says "Please enter the enrollment key name, then click 'Enroll'." There is a text input field labeled "Key Name" containing the value "tsVWe36Xa6PS3b5NzOug". At the bottom, there is a blue "Enroll" button.

The enrollment key is **tsVWe36Xa6PS3b5NzOug**

If you navigate directly to the Center for Safesport without entering the Enrollment Key, your completion will not be transmitted to the Association Platform and your course may not be free. **To correct this you will need to call or email Safesport to have your account affiliated with US Soccer.**

Region Sponsored Walk-In Live Scan Registration

1. Go to www.ApplicantServices.com/AYSOACC
2. Input email address for email validation
 1. Click "Proceed"
 2. Input the six-digit validation code that was sent to the entered email (from Applicant Services) *Do not copy and paste the code*
 3. Click "Proceed"
3. Select Region Number from dropdown
4. Input Personal Information
 1. Use LEGAL NAME, must match Government Issued ID
 2. ID will be checked at Scan site
5. Choose Location
 1. Select a time
6. Watch instructional video
 1. Review privacy notice
7. Print form or save a copy on your phone
8. Attend appointment
 1. Bring printed form or digital copy on your phone
 2. Government issued ID

