

Greetings Potential Coaches!

Lots of info below, but it is all necessary to get you signed up as a coach. At the end of this, you will have accomplished the following:

- signed up for an age group to coach
- submitted your Risk Assessment Background check
- completed your Heads Up Concussion training through the CDC
- completed your SafeSport Training through US Youth Soccer

#1 – Thank you so much for volunteering to coach your player’s team! We are excited to have you as one of the RYSA coaches and will provide you with the resources you need to be successful with your team this season.

#2 – We need you to register to coach and submit your info for a background check immediately so that the background check process can start for you. This can take a full week after you enter your SSN & Driver’s License number so, please do it as soon as you sign up. You will find this by logging into the following page - <https://clubs.bluesombrero.com/roswellysa> and submitting info under “Risk Management”. This page can also be accessed by navigating through roswellsoccer.org and following the Coaching tab.

#3 – Next, we need you to complete the online classes for 1) Concussions and 2) Safe Sport. The link to these trainings can be found under your VOLUNTEER profile once you are logged in at <https://clubs.bluesombrero.com/roswellysa>

This entire process is fairly intuitive if you are familiar with online forms, but if not, here are some pretty detailed instructions to get you going ([and videos on our website too](#)):

On our registration website <https://clubs.bluesombrero.com/roswellysa> click on Register in the upper right-hand corner (or LOGIN if you already have an account from registering your child), then you will create an account as a coach. If you are already registered, you will simply follow the prompts to volunteer in your child’s respective age group.

Once you login, you should see a VOLUNTEER tab to click. If not, you should navigate to the right-hand side of the page, under your picture (or where pic is supposed to be), and select "ACCOUNT" then "VOLUNTEER" then "Find Volunteer Roles" or click on the large button that reads “Volunteer Opportunities”

- Once you click " Find Volunteer Roles ", the age group your child is in should appear. Under Head Coach, click SELECT, then click “sign up as yourself”, and continue.
- Please answer all basic info questions, including DOB and Driver’s License info, then accept ALL the waivers at the bottom of the screen, and upload a picture.
- This should lead you to the main screen and you will see that your RISK STATUS and TWO Trainings that need to be completed.
- To officially submit the Background check: You may need to Click the box next to RISK ASSESSMENT then CLICK “renew and update” and enter your SSN.

- After completing the background information, click on the box next to Concussion Certificate Here is a video example of how to do this part (sound off).
- Then click renew and update
- Then a window will open asking you to upload your certificate, or begin your training by clicking on the linked word 'HERE'
- You will then be taken to another window to create a profile with CDC train. As you create your profile, you will be asked to identify your employment, and affiliates for RYSA. The recommended route is to select "academic and research" - "non-government" - "Non-profit" (non-healthcare) throughout the options. When completing your profile, when in doubt select OTHER or VOLUNTEER or NON-PROFIT. You belong to the RYSA organization/volunteer/coach.
- Here is the simple video example for this section.
- ANOTHER video around this section
- After you complete your profile, you will need to take the pre-assessment, then after finishing the pre-assessment you will have to launch the course to complete. Video help for this section ONE more video just in case
- After completing the course, please navigate back to the login <https://clubs.bluesombrero.com/rosellysa> and upload your certificate (under ACCOUNT, VOLUNTEER renew and update).
- After completing the concussion course, you should follow the same process for the safe sport training and then upload the certificate to your <https://clubs.bluesombrero.com/rosellysa> account.