



Assistant Regional Commissioner



Purpose

The AYSO volunteer position of Assistant Regional Commissioner is intended to assist and train in the footsteps of the Regional Commissioner who is ultimately responsible for the running of the AYSO Region in all aspects, with the help of the Board.

Specific Duties and Responsibilities

The Assistant Regional Commissioner is expected to perform their duties consistent with the directions as detailed in the training, certification and continuing education provided by AYSO for this position including:

1. Assist the Regional Commissioner in directing monthly Board meetings;
2. Aid in instituting Region policies;
3. Participate in the interfacing with other Regions;
4. Help recruit children to play soccer and volunteers to assist in running the program;
5. Assist with scheduling the season and fields; and
6. Attend the monthly Board meetings and the annual Section Conferences.

Qualifications and Desired Skills

To be considered for the position of Assistant Regional Commissioner, the applicant must:

1. Annually submit an AYSO Volunteer Application form;
2. Pass the AYSO screening and background check;
3. Be annually approved and duly appointed as Assistant Regional Commissioner by the Region;
4. Have significant involvement within the Region, i.e., as a board member, coach, referee, etc.;
5. Have a strong administrative background; and
6. Be efficient and dependable

Supervision Protocols

While performing as the Assistant Regional Commissioner, the volunteer is:

1. Subject to the bylaws, rules, regulations, policies, procedures, and guidelines of AYSO;

2. Under the overall authority of and directly supervised by the Regional Commissioner; and supervised indirectly by the Area Director; and
3. To maintain the recommended adult to child supervision ratio of 1:8 or less; that is one adult for every eight or fewer children and two adults (one of whom may be the coach and one of whom should be the same gender as the group) present at all times, for the protection of both the children and the volunteer, no volunteer should permit himself or herself to be alone with any child or group of children (except his or her own) during AYSO-sponsored activities.

Time Commitment

Time commitment will vary depending on Region size and length of playing season(s). For the typical AYSO Region, the Assistant Regional Commissioner will devote about 6 hours per week per playing season.

Orientation, Training, Certification, and Continued Education Provided

To fully prepare for the position, the Assistant Regional Commissioner is expected to participate in the following training, certification and continuing educational opportunities:

1. Orientation by the Regional Commissioner;
2. AYSO's Safe Haven) – 2 hours;
3. Regional Board Member Orientation – 3 hours;
4. Regional Management Training – 4 ½ hours;
5. Dispute Resolution – 1 ¼ hours;
6. Due Process – 1 ¼ hours;
7. Annual Management Update – 1 ¼ hours; and
8. Regional Management workshops as directed by the Regional Commissioner.

Activity Locations

While performing the duties of Assistant Regional Commissioner, the volunteer is limited to the following locations, unless expressly authorized in writing by the Regional Commissioner to hold activities in another location.

1. Regularly scheduled and duly approved inside or outside AYSO activities; and
2. Independent work at home alone, in committees of adults, or in a properly supervised situation with children.