

AYSO Honolulu Region 178 Team Parent Checklist



AYSOHonolulu.org

VOLUNTEER REQUIREMENTS

- Log into your AYSOHonolulu.org account, click Volunteer, and submit a Team Parent Volunteer Application for your player's age-division. Allow AYSO Honolulu Region to pay for the Background Check
- You will receive an email from Sterling Volunteers: TheAdvocate@SterlingVolunteers with a code to complete your online Background Check.
- After the Background Check has been cleared, complete the following online courses:
- AYSO's Safe Haven (30 min online through AYSOHonolulu.org-AYSOU tab) (done once since 2012)
- CDC Heads Up Concussion (1 hour online through AYSOHonolulu.org-AYSOU tab) (Annually)
- Sudden Cardiac Arrest (15 min online through AYSOHonolulu.org-AYSOU tab) (once - recommended)
- Safe Sport (90 min online though link in Volunteer Tab after logging into AYSOHonolulu.org) (Annually)

COORDINATE (GET OTHER FAMILIES TO HELP)

- Team Communication Platform: GameChanger App: Coach & Team Parent as staff to make changes. Install Team Information from Sports Connect & Get Parents to download app. Place assignments in Notes. Player Absence---Family uses RSVP in GameChanger to notify team
- Obtain trained & certified volunteer referees for team (TRAINING in August). Provide Referee Clinic information to parents—encourage all to attend
- Use SignUp Form to get parents to volunteer for assignments
- Uniform bagging, distribution & keeping track of player numbers
- Photo Day Packet distribution, collection and distribution of photos
- One page Team Game Schedule including family assignments, referee assignments, field assignments, simple after game snack/drink,

potluck, game referee refreshment (Home team provides)

- One page Team roster with family best contact info: email, text, player jersey #
- Team outing during season?
- End of season activity?
- Player Awards, Funds Collection, Ordering, Distribution
- 12U and older --- player and parents complete HCamp / collect Certificates of Completion

12U AND OLDER PLAYER AND PARENT - MANDATORY

- Each Player (use legal name) (Birth Year 2011 & Older)
- One Parent Per Family (not a registered AYSO volunteer) (use legal name)
 - Completes HCamp training (Hawaii Concussion Awareness Program)
- Provide Certificate of Completion to Team Representative to turn into AYSO Honolulu staff

GAME WEEK / DAY

- Game Week** – Couple Days prior to Game Day - send message to families reminding of game info (warm up time, game time, location, set up report time, referee assignment, snack/ref refreshment assignments, etc.)
- Game Day - Check the Coaches Box (if any) for your team each week.** Important handouts may be put there for you to distribute to your team.
- Game Day - Goal set up and tear down.** Nope, you don't have to do this single-handedly but if your team has the first game of the day, your team is responsible for getting the goals from the shed and setting them up (have volunteers report one hour prior to game time). If your team has the last game of the day, your team is responsible for tearing down the goals and returning them to the shed, as well as checking the field for trash. Please arrange for a few people from your team to accomplish these tasks.
- Game Day - Referee Crew.** Ensure that the referee crew for your team assignment is timely present.