

In order to be a travel coach (head or assistant), the following activities need to be completed. The person applying to be a coach is the only person that can perform these activities.

Note: Please reach out to Ed Skibinski if you have any questions.

1. Becoming A Coach - Please review the PA West Coaching Overview - [http://www.pawest-soccer.org/coaching/becoming\\_a\\_coach/](http://www.pawest-soccer.org/coaching/becoming_a_coach/)
2. Clearances - Please follow the directions to obtain the documents. If your existing documents are dated within the last 5 years, goto the next step.
  - a. [http://www.pawest-soccer.org/coaching/risk\\_management/](http://www.pawest-soccer.org/coaching/risk_management/)
3. Once you have all the required documents,
  - a. Go to this link: <https://pa-bgc.sportsaffinity.com/reg/index.asp?sessionguid=>
  - b. Click on the blue “to begin REGISTRATION please click here” at the top of the page. DO NOT USE THE LOGIN BOX IN THE UPPER LEFT HAND CORNER.
  - c. Once there, login. You will see all the family members
  - d. You will have the option to add family members or to continue, you want to continue.
  - e. The next screen will list all those eligible in the family to register for this, to the right of your name, you will see a ‘register as coach/admin’ button, please click that.
  - f. It will then come up with what you are asking you to select the play level and the only option is Background Check.
  - g. Once you select that, your information will come up on the screen, in the middle of this screen, you will see ‘click here to show photo or certification upload’
  - h. This is where you will see to upload the documents. Towards the bottom, you will see ‘club additional information’, please pick your club.
  - i. At the bottom, you want to select the ‘save and next page’.
  - j. Walk through the rest of the steps, agree to the ELA’s if there are any (they may not apply, but can’t go any further).
  - k. The Payment page will come and should say no payment due.
  - l. Keep on until you get to the end.
  - m. This will create the application for approval. You will go ‘under Review’

#### 4. Education

There are two separate training modules that need to be completed: Grassroots & SafeSport

##### a. Grassroots

You will need to complete the online Grassroots program.

- i. You will need to create an account on the “USA Digital Coaching Center” website, <https://www.ussoccer.com/coaching-education..> Please make sure to capture your diploma for the course and send them to Ed Skibinski. You will have 1 year to complete the in-person training.
- ii. You will need complete the Grass roots online programs: 4v4, 7v7, 9v9, 11V11
- iii. Schedule in-person training [http://www.pawest-soccer.org/coaching/scheduled\\_courses](http://www.pawest-soccer.org/coaching/scheduled_courses) for 7v7, 9v9, and 11v11.

b. SafeSport

US Soccer has requested that this info is distributed in a private manner within your club and that it isn't published or distributed in a public manner. They are paying for the training and don't want someone in a different sport to use their login.

Coaches should select US Soccer as the organization. The training is free.

Once completed, you will print a certificate for your records and upload a scan into the SAPT slot next to their clearances in their admin record in the online registration system, <https://pawest.affinitysoccer.com/>.

Here's the login info::

<http://safesport.org/authentication/register?token=ee57337f-31f9-421d-b095-82fc8c8c4c41>

Access Code: YC3E-6P5G-YYIL-CS2M

Please sign into <https://safesport.org> with your user id and password. You will be able to download your cert. from the menu. I have a refresher that I need to take, as seen in the attachment.

The screenshot shows the user interface of the SafeSport platform. At the top, there is a navigation bar with a 'MENU' icon, the SafeSport logo, and a user profile icon. Below this, the user's name 'Edmund Skibinski' is displayed along with their email 'ed.skibinski@icloud.com' and username 'eskibinski'. A profile picture placeholder is shown to the left. The main content area is titled 'Learning Activities - Recent' and includes a 'View All' link. Three activity cards are visible: 1. 'Refresher 2: Preventing Misconduct' with a progress indicator of 0% and a 'Start' button. 2. 'SafeSport Trained' with a 'TRAINED' badge and a completion date of 08/16/2019. 3. 'Refresher 1: Recognizing and Reporting Misconduct' with a completion date of 08/06/2020.

