

Management Courses at Golden Gate Camp

Information contained in this document is a guideline about courses.

Not all courses are offered every year.

Management Instructor and **Regional Management** are standalone classes found when clicking REGISTER NOW.

To register for other Management courses, once you click the REGISTER NOW button, select "Other Management Classes" in the primary list. Once you complete the required information fields you will come to the agenda items list where you will select the Management classes you wish to take.

Many of the management courses add to your Regional Assessment Program (RAP). The potential RAP points for each position are listed after the course description.

Regional Management – 4.5 hr:

Training is designed for Regional Commissioners, Regional Coach Administrators, Regional Referee Administrators and other Board Members. It is an overview of general Regional management.

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
- Safe Haven certified

RAP Points:

- 3 – Regional Commissioner
 - 3 – Regional Coach Administrator
 - 3 – Regional Referee Administrator
 - 2 – Treasurer
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Auditor – 1.25 hr

Reviews the duties and responsibilities of the Auditor and required forms and procedures.

Prerequisites:

- Treasurer Training
- Be a current volunteer and have completed a 2019 volunteer form
- Safe Haven certified

RAP Points:

1 – Auditor

Child and Volunteer Protection Advocate (CVPA) - 2.5 hr

Designed to create an understanding of the position description, volunteer form processing, screening protocols, AYSO's Criminal Background Check Policy, and how to identify signs of abuse and what to do if you suspect abuse.

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
 - Safe Haven certified
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Dispute Resolution – 1.25 hr*

Training is designed for Regional Commissioners, Regional Coach Administrators, Regional Referee Administrators and other Board Members. It covers recognizing potential problems with volunteers, players, parents and spectators and how to resolve issue before the need for a due process review.

Prerequisites:

- Regional Management
- Be a current volunteer and have completed a 2019 volunteer form
- Safe Haven certified

RAP Points:

- 3 – Regional Commissioner*
 - 3 – Regional Coach Administrator*
 - 3 – Regional Referee Administrator*
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Division Coordinator – 1.25 hr

Covers roles, responsibilities and the importance of functioning as an intermediary between the RC, RCA, RRA, coaches, referees and parents.

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
 - Safe Haven certified
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Due Process – 1.25 hr*

To provide Region, Area and Section administrators with an understanding of the steps to use for due process and awareness of the tools available to properly provide due process.

Prerequisites:

- Regional Management Training
- Dispute Resolution Training
- Be a current volunteer and have completed a 2019 volunteer form
- Safe Haven certified

RAP Points:

- 3 – Regional Commissioner*
 - 3 – Regional Coach Administrator*
 - 3 – Regional Referee Administrator*
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Introduction to NAP Online – 1.25 hr

NAP Online is a free web-based accounting and bookkeeping system. Access NAP Online from virtually anywhere. Provides overview and benefits of using NAP Online.

Prerequisites:

- Treasurer Training
- Be a current volunteer and have completed a 2019 volunteer form
- Safe Haven certified

RAP Points:

2 – For Region using NAP Online

Regional Board Member Training – 1.25 hr

This training provides general Regional management and job specific information for all Regional staff except the RC, RCA, RRA, CVPA, Safety Director, Treasurer, or Registrar (who have job specific training).

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
 - Safe Haven certified
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Registrar – 1.25 hr

Learn about the entire registration process and the critical responsibilities of the Registrar and other Region Board Members. All Region Board Members will benefit from the fun activities.

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
 - Safe Haven certified
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Safety Director – 1.25 hr

Learn what it takes to fulfill the role of the Safety Director including the responsibilities and duties necessary to ensure the safety and risk management of the Region's soccer program. What do Soccer Accident Insurance (SAI) and risk management mean to your Region? Find out what it means to AYSO and your program.

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
 - Safe Haven certified
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Treasurer – 1.25 hr

Provides new Treasurers with information about the job, its duties and requirements.

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
- Safe Haven certified

RAP Points:

2 – Treasurer

RMS Labs - 1.5 hr

These interactive labs are designed with the "Say, Show, Do" method of coaching in mind. Each lab will start with coverage on a specific topic related to the Blue Sombrero Regional Management System (RMS). After the topic has been covered, attendees are encouraged to log in to their respective sites to put the concepts covered into practice. This is a great forum to learn from other volunteers using the RMS and to share your tips and tricks as well as learn some new ones.

Prerequisites:

- Be a current volunteer and have completed a 2019 volunteer form
- Safe Haven certified

2019 GGC Topics:

- Scheduling
- Reporting
- Advanced Scheduling
- Registration

*Must complete both Dispute Resolution and Due Process to achieve the RAP points.

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