

COURSE CATALOG

Expand Your Skills with AYSO Courses



AMERICAN YOUTH
SOCCER ORGANIZATION



AYSO Course Catalog

Contents

Safe Haven Training and Certification Matrix	5
Safe Haven Training Matrix	6
Coach Training Matrix	7
Referee Training Matrix	10
Management Training Matrix	13
Instructor Training Matrix	16
VIP Training Matrix	19

Safe Haven Training and Certification Matrix

Volunteer Position	Safe Haven Training	Job Training	*Suggestions for Continuing Education
Regional Commissioner	AYSO's Safe Haven 2 hours	Regional Commissioner Orientation 3 hours RC Training 18 hours	Regional Management 4 hours 30 min Dispute Resolution 2 hours 30 min
Regional Coach Administrator	AYSO's Safe Haven 2 hours	Coach Administrator Training 1 hour 15 min	Regional Management 4 hours 30 min Dispute Resolution/Due Process 2 hours 30 min
Regional Referee Administrator	AYSO's Safe 2 hours	Referee Administrator Training 2 hours 30 min	Regional Management 4 hours 30 min Dispute Resolution 2 hours 30 min
Child and Volunteer Protection Advocate	AYSO's Safe Haven 2 hours	Child and Volunteer Protection Advocate (CVPA) 2 hours	Safe Haven Annual Update 1 hour 15 min Dispute Resolution 2 hours 30 min
Treasurer	AYSO's Safe Haven 2 hours	Treasurer 2 hours 30 min	Budgeting for the Regional Board 1 hour 15 min
Safety Director	AYSO's Safe Haven 2 hours	Safety Director 1 hour 15 min	Safe Haven Annual Update 1 hour 15 min
Regional Registrar	AYSO's Safe Haven 2 hours	Registrar 1 hour 15 min	Registration Events 1 hour 15 min
Assistant Regional Commissioner	AYSO's Safe Haven 2 hours	Introductory Management 4 hours 30 min	Dispute Resolution/Due Process 2 hours 30 min
Auditor	AYSO's Safe Haven 2 hours	Auditor 1 hour 15 min	Treasurer 2 hour 30 min
Division/Age Group Coordinators	AYSO's Safe Haven 2 hours	Division Coordinator	Dispute Resolution/Due Process 2 hours 30 min
All Other Regional Board & Staff	AYSO's Safe Haven 2 hours	Regional Board Member Training 1 hour 15 min	Any Discipline-Related Training, Workshop or Annual Update, Dispute Resolution/Due Process 2 hours 30 min
Coaches	AYSO's Safe Haven or 2 hours	Age Appropriate Coach Course Varies	Annual Coach Update 1 hour 15 min
Referees	AYSO's Safe 2 hours	Appropriate Referee Course Varies	Annual Referee Update 1 hour 15 min
All Instructors	AYSO's Safe Haven 2 hours	Introduction to Instruction Discipline Specific Instructor Course Varies	Any Discipline-Related training or workshop Referee Administrator, Instructor & Assessor Annual Update
Area Director	AYSO's Safe Haven 2 hours	Area Director Training 18 hours	Introductory Management 4 hours 30 min Dispute Resolution 2 hours 30 min
VIP Administrator	AYSO's Safe Haven 2 hours	VIP Volunteer Training 2 hours 30 min	Player Programs Annual Update 1 hour 15 min

Safe Haven Training Matrix					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
AYSO's Safe Haven	This course presents information on child & volunteer protection and the key components necessary to create a safe haven.	2 hours	None	Coach, Referee or Management Instructor AYSO's Safe Haven	Regional Administrator in Coach, Referee or Management discipline
Refugio Seguro de AYSO	This course presents information on child & volunteer protection and the key components necessary to create a safe haven in Spanish.	2 hours	None	Coach, Referee or Management Instructor AYSO's Safe Haven Refugio Seguro de AYSO	Regional Administrator in Coach, Referee or Management discipline
Safe Haven Addendum	The addendum provides additional Safe Haven protocols to address key challenges. Recommended for Region, Area and Section staff.	1.25 hours	None	Coach, Referee or Management Instructor AYSO's Safe Haven Safe Haven Addendum	Authorization from National Safe Haven Department
CDC Concussion Awareness	This training provides concussion awareness training for all volunteers.	1 hour	None	None. Course cannot be instructed. Must be taken from CDC online course either on aysotraining.org or CDC site.	

Coach Training Matrix					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
6U Coach	This training presents information and skills to be taught relevant to the small-sided match (4v4) of the 6U age group.	2 hours	None	Coach Instructor	Regional Coach Administrator
8U Coach	This training presents information and skills to be taught relevant to the small-sided match (4v4) of the 8U age group.	2 hours	Completion of 6U Coaching Course is recommended	Coach Instructor	Regional Coach Administrator
10U Coach	This training presents information and skills to be taught relevant to the small-sided match (7v7) of the 10U age group.	3 hours	Completion of 8U Coaching Course is recommended	Coach Instructor	Regional Coach Administrator
12U Coach	This training presents information and skills to be taught relevant to the small-sided match (9v9) of the 12U age group.	5 hours	Completion of 10U Coaching Course is recommended	Coach Instructor	Regional Coach Administrator
Intermediate Coach	This training focuses on tactical situations and set pieces. This course builds upon the 12U Coaching Course.	8 hours	Completion of the 12U Coaching Course, AYSO's Safe Haven, The CDC Concussion Course, Intermediate Coach Online,	Advanced Coach Instructor	Area Coach Administrator

Coach Training Matrix					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
			AYSO's Online Summary of the Laws of the Game And Training Plan Design are required.		
Advanced Coach	This training focuses on tactical situations, advanced tactics, and observation, evaluation, and implementation techniques. This course builds upon the Intermediate Coaching Course.	18 hours	Completion of the Intermediate Coaching Course is required.	Advanced Coach Instructor	Section Coach Administrator
National Coach	This training provides training in advanced levels of play and requires 25 hours of mentoring in local Section, Area or Region upon completion of the course.	56 hours	Completion of the Advanced Coaching Course is required.	AYSO National Coach Instructor	Director of Player Development
Coach Administrator Training	This training presents the duties and responsibilities of Coach Administrators with tips to enhance performance and enjoyment.	1.25 hours	None	Advanced Coach Instructor	Area Coach Administrator
Annual Coach Update	This training provides continuing education for coaches in the Region. Program updates and program requirements are	1 hour	None	Coach Instructor	Regional Coach Administrator

Coach Training Matrix					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
	reviewed in this training session.				

Referee Training Matrix					
Course	Course Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Verification of Lead Instructor Requirement
8U Official	This course trains volunteers to officiate in 8U matches.	3 hours	None	Referee Instructor	Regional Referee Administrator
8U Official to Assistant Referee	This course trains 8U Officials in the basic skills required to serve as an Assistant Referee	3 hours	8U Official	Referee Instructor	Regional Referee Administrator
Assistant Referee	This course trains volunteers in the basics of being an Assistant Referee for AYSO matches under FIFA Laws and AYSO National Rules and Regulations, and to officiate in 8U matches.	5 hours	None	Referee Instructor	Regional Referee Administrator
8U Official to Regional Referee	Trains 8U Officials in the basic skills required to serve as a Regional Referee	4 hours	8U Official	Referee Instructor	Regional Referee Administrator
Assistant Referee to Regional Referee	This course trains Assistant Referees in the basic skills required to serve as a Regional Referee.	2 hours	Assistant Referee	Referee Instructor	Regional Referee Administrator
Regional Referee Online Course	This is an online training course located at www.aysou.org	1.5 hours	None	Self-study	N/A
Regional Referee Online Companion Course	This training, in combination with the Regional Referee Online Training course trains referees in the basic skills required to	3 hours	Regional Referee Online Training Course	Referee Instructor	Regional Referee Administrator

Referee Training Matrix					
Course	Course Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Verification of Lead Instructor Requirement
	serve as a Regional Referee				
Regional Referee	This course trains referees in the basic aspects of refereeing needed to do AYSO matches under FIFA Laws and AYSO National Rules and Regulations.	8 hours	None	Referee Instructor	Regional Referee Administrator
Intermediate Referee	This training includes modules 14 through 19 and trains referees to do more physically demanding and challenging matches under FIFA Laws and <i>AYSO National Rules & Regulations</i>	8 hours	Complete Regional Referee Course and Pass Regional Referee Exam	Referee Instructor	Area Referee Administrator or Director of Referee Instruction
Advanced Referee	This training includes modules 20 through 24 and trains referees to do most matches under FIFA Laws and <i>AYSO National Rules & Regulations</i>	8 hours	Complete Intermediate Referee Course and Pass Intermediate Referee Exam	Advanced Referee Instructor	Area Referee Administrator or Director of Referee Instruction
National Referee	This course trains referees to referee all AYSO matches under FIFA Laws and AYSO National Rules and Regulations.	15 hours	Complete Advanced Referee Course and Pass Advanced Referee Exam	National Referee Instructor	National Office Programs staff
Referee Assessor	This course trains assessors to assess officiating skills at the Advanced level.	4.5 hours	None For complete details on requirements for Assessor Certification, consult the National	Advanced Referee Instructor and either an Assessor or National Assessor	Section Referee Administrator or Director of Referee Assessment

Referee Training Matrix					
Course	Course Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Verification of Lead Instructor Requirement
			Referee Program Manual.		
National Referee Assessor	This course trains Assessors to assess refereeing skills at the National level.	5 hours	Referee Assessor Course For complete details on requirements for Assessor Certification, consult the National Referee Program Manual.	National Referee Instructor and National Referee Assessor	National Office Programs staff
Referee Administrator	This training teaches Referee Administrators the essential activities needed to manage a referee program.	2.5 hours	None	Referee Instructor	Area Referee Administrator or Area Director of Referee Instruction
Area Referee Administrator	This training teaches Area Referee Administrators the essential activities to manage an Area referee program.	1.25 hours	Regional Referee Administrator Training	Advanced Referee Instructor	Section Referee Administrator or Section Director of Referee Instruction

Management Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Regional Commissioner	Designed for RCs, this course provides extensive Regional operations and leadership training	24 hours over 2.5 days	RC and Board Orientation; Appointed Regional Commissioners	Instructors are selected by the AYSO National Management Program Administrator	AYSO National Management Program Administrator
Regional Management	This training is designed for Regional Commissioners, Regional Coach Administrators, Regional Referee Administrators and other Board Members. It covers general Regional management	4.5 hours	None	Advanced Management Instructor	Area Director or Area Management Administrator
Dispute Resolution	This training is for Regional and Area staff on effective handling of people and problem solving	1.25 hours	None	Advanced Management Instructor	Area Director or Area Management Administrator
Due Process	This training is for Regional and Area staff to learn the process to use when limiting, suspending or removing a Non-Executive Member from further participation in AYSO.	1.25 hours	None	Advanced Management Instructor	Area Director or Area Management Administrator
Regional Commissioner & Regional Board Orientation	This training is for new Regional Commissioners and Regional Boards to ensure they understand their duties and responsibilities	3 hours	None	Area Director or Advanced Management Instructor authorized by the Area Director	Area Director

Management Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Area Director	This training provides a comprehensive review of the Area Director's job and problem solving	24 hours over 2.5 days	Appointed Area Directors and selected personnel by invitation.	Instructors are selected by the AYSO National Management Program Administrator	AYSO National Management Program Administrator
Division Coordinator	Covers roles, responsibilities and the importance of functioning as an intermediary between the RC, RCA, RRA, coaches, referees and parents	1.25 hours	None	Management Instructor	Regional Commissioner
Regional Board Member	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	1.25 hours	None	Management Instructor	Regional Commissioner
Registrar	Designed to provide new Regional Registrars with information about the job, its duties, and requirements	1.25 hours	None	Management Instructor	Regional Commissioner
Safety Director	Provides new Regional Safety Directors with information about the job, its duties, and requirements	1.25 hours	None	Management Instructor	Regional Commissioner
Treasurer	Provides new Treasurers with information about the job, its duties and requirements	2.5 hours	None	Management Instructor	Regional Commissioner

Management Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Auditor	Reviews the duties and responsibilities of the Auditor and required forms and procedures	1.25 hours	Treasurer	Advanced Management Instructor	Regional Commissioner
Child and Volunteer Protection Advocate (CVPA)	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	2.5 hours	AYSO's Safe Haven	Advanced Management Instructor with CVPA Training, the current CVPA Annual Update	Section Director, Section CVPA or Section Management Administrator
Child and Volunteer Protection Advocate Annual Update	This training offers continuing education for CVPAs while covering what's new with CVPA duties. (Not offered every year in lieu of Safe Haven Addendum)	1.25 hours	CVPA Training	Advanced Management Instructor with CVPA Training, the current CVPA Annual Update	Section Director, Section CVPA or Section Management Administrator

Instructor Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Introduction to Instruction	This training is designed to teach potential instructors their role as instructors and general aspects of presenting AYSO courses using AYSO directed teaching plans	3 hours	None	Advanced Instructor in any discipline	Area or Section staff in any discipline
Coach Instructor	This training is designed to teach Instructor candidates how to conduct introductory coach training courses at the 6U, 8U, 10U & 12U levels using AYSO directed teaching plans	8 hours	Introduction to Instruction AYSO's Safe Haven 12U Coach Course	Advanced Coach Instructor	Area or Section Coach Administrator
Advanced Coach Instructor	This training is designed to prepare Coach Instructors to teach the Intermediate Coach Course using AYSO directed teaching plans, and to meet the educational requirements for becoming a Coach Instructor	8 hours	Coach Instructor Advanced Coach	Advanced Coach Instructor	Section Coach Administrator
National Coach Instructor	This training (not a course) is accomplished through mentoring.	variable	National Coach Advanced Coach Instructor Assist as instructor at National Coaching Course Have contributed to National Coaching Program Approved by the National Coach Instructor	AYSO National Coach Instructor	Director of Player Development

Instructor Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Referee Instructor	This training teaches Instructor candidates how to conduct introductory and intermediate referee training courses using AYSO teaching plans.	7.5 hours	Introduction to Instruction AYSO's Safe Haven Be an Intermediate Referee; Advanced Referee is preferred	Advanced Referee Instructor	Area Referee Administrator or Director of Referee Instruction
Advanced Referee Instructor	This training teaches Referee Instructors how to conduct advanced referee training courses using AYSO teaching plans.	6.5 hours	Referee Instructor Course Be a Referee Instructor Be an Advanced Referee; National Referee is preferred	Advanced Referee Instructor	Section Referee Administrator or Director of Referee Instruction
National Referee Instructor	This certification (not a course) is accomplished through mentoring while assisting with National Referee Courses.	Variable	Be an Advanced Referee Instructor Be a National Referee Be a Referee Instructor Evaluator Be a Referee Assessor or National Referee Assessor Be recommended by Section Director of Referee Instruction (SDI) Be recommended by a National Referee Instructor other than a member of the recommending SDI's Section's staff.	National Referee Program Administrator assigns mentor	National Referee Program Administrator

Instructor Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Referee Instructor Evaluator	This training teaches Referee Instructors to evaluate other instructors and to provide constructive feedback.	5.5 hours	Advanced Referee Instructor certification preferred Be a Referee Instructor; Advanced Referee Instructor is preferred	Advanced Referee Instructor	Section Referee Administrator or Director of Referee Instruction
Management Instructor	This training is designed to teach instructor candidates how to use AYSO directed teaching plans to teach all management workshops excluding Regional Management, Dispute Resolution, CVPA and Auditor courses	6 hours	Introduction to Instruction AYSO's Safe Haven	Advanced Management Instructor	Area or Section Director Area or Section Management Administrator
Advanced Management Instructor	This training is designed to prepare management instructors to use AYSO directed teaching plans to teach all management workshops including Regional Management, Dispute Resolution, CVPA and Auditor courses. Instructors learn advanced presentation skills and techniques to address the needs of all class sizes and longer sessions.	6 hours	Current Management Instructor Must have taken: Introductory Management or Regional Management, Dispute Resolution, Registrar, Safety Director, Treasurer. Must have been lead instructor in three certification courses since achieving the status of Management Instructor: Registrar, Safety Director, Treasurer, Division Coordinator or Regional Board Member Training.	Advanced Management Instructor	Section Director Section Management Administrator

Instructor Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
National Management Instructor	This training (not a course) is accomplished through mentoring while assisting with national management courses.	Variable	Under Review	National Management Program Administrator assigns mentor.	National Management Program Administrator
VIP Instructor	This training prepares volunteers to fulfill the VIP Instructor needs at the Section level, to train VIP Instructors at the Area level and to teach the VIP Volunteer Training at all levels using AYSO directed teaching plans.	3 hours	Introduction to Instruction or Current Coach, Referee or Management Instructor AYSO's Safe Haven VIP Volunteer Training	VIP Instructor or Advanced Coach, Referee or Management Instructor with VIP Volunteer Training	Area Director, National VIP Coordinator or National Director of Special Programs

VIP Training Matrix					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
VIP Volunteer	This training prepares volunteers to work with individuals with disabilities. Note: This training is the	2.5 hours	None	VIP Instructor or Coach, Referee or Management Instructor VIP Volunteer Training	Regional Commissioner, Area Director, Area Coach, Referee or Management Administrator

VIP Training Matrix					
Course	Description	Length	Prerequisites	Minimum Instructor Requirements	Minimum Lead Authorization Required
	same in all disciplines				
VIP Buddy	This training prepares buddies to work with individuals with disabilities. Buddies may also take VIP Volunteer Training	1 hour	None	VIP, Coach, Referee or Management Instructor VIP Volunteer Training.	Regional Commissioner, Area Director, Area Coach, Referee or Management Administrator