

## Coach Registration Instructions for SYSA Soccer Coaches

Thank you for volunteering to coach a SYSA soccer team. We appreciate your energy and time commitment you bring to the youth athletes in our community.

There are several steps that are required to complete before we can assign you to a team.

We recommend saving your user names and passwords for the five different accounts; SYSA Team Connect registration, WYS Affinity site, and the three video websites (save possibly as a contact in your phone "SYSA passwords".)

### **Summary of steps:**

Today. Complete the SYSA Coach Registration.

After July 1. Log in or create a WYS affinity account, complete 3 videos, and apply for your RMA. All of these requirements are FREE to the coaches.

### **1. SYSA Coach Registration**

[LINK](#) to register as an SYSA coach

Within the SYSA Coach registration, you will be asked to create a Washington Youth Soccer Affinity account. You will not be able to create an Affinity account until after July 1 or complete the videos.

2. Create or [Log into](#) the **Washington Youth Soccer Affinity** website after July 1.

**NEW requirement for the 2019-2020 season:** three (3) mandatory training videos required at the federal and state level.

Every soccer coach will be required to complete these safety videos in Washington State (not just SYSA).

After you log in to the Affinity website, click on the top menu bar "Account".

Click on the tab, "Certificates".

There are three (3) separate websites listed to complete the 3 required video certificates.

Complete these videos (in any order).

### **3. SafeSport Video**

Federal law requires all coaches in the US complete the SafeSport training for all youth sports.

Log in to the Affinity website, click on the top menu bar "Account".

Click on the tab, "Certificates".

Copy and paste the URL for SafeSport.

Copy and paste access code.

Create a user name and password to log in.

This is a lengthy video. You can pause the training and complete it over several sessions.

Download the certificate of completion to your computer.

Upload the certificate to your Affinity account, tab Certificates.

### **4. Sudden Cardiac Arrest Video**

State law requires all coaches to complete the "Sudden Cardiac Arrest" training.

Log in to the Affinity website, click on the top menu bar "Account".

Click on the tab, "Certificates".

Copy the link for Sudden Cardiac Arrest.

Create a user name and password to log in.

Download the certificate of completion to your computer.

Upload the certificate to your Affinity account, tab Certificates.

## 5. Concussion Awareness Video

State law requires all coaches to complete the “Heads Up Concussion” training.

Log in to the Affinity website, click on the top menu bar “Account”.

Click on the tab, “Certificates”.

Complete the video training online found in your Affinity Certificates.

Copy and paste the URL for Concussion Awareness.

Create a user name and password to log in.

Download the certificate of completion to your computer.

Upload the certificate to your Affinity account, tab Certificates.

## 6. Risk Management Application – after July 1

Once your three video certificates have been uploaded to your affinity account, please apply for your Risk Management after July 1

Washington Youth Soccer requires all coaches to complete a Risk Management Application *ANNUALLY*.

Current RMAs will expire June 30, 2019.

[Risk Management Application](#)

Find the REGISTRATION button in the upper right corner of the screen.

Association = Greater Spokane Youth Soccer Association

Club = Spokane Youth Soccer Association

Thank you for coaching!