

Training and Certification Matrix



July 2005



AYSO Coach, Referee and Management Training Matrix

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Instruction					
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 staff in any discipline
Coach Instructor	This training is designed to teach Instructor candidates how to conduct introductory coach training courses at the U-6, U-8, U-10 & U-12 levels using AYSO directed teaching plans.	8 hours	Introduction to AYSO Instruction U-12 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 Course 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	AYSO National Coach	AYSO National Coach
Referee Instructor	This training is designed to teach Instructor candidates how to conduct introductory and intermediate referee training courses using AYSO directed teaching plans.	7.5 hours	Intermediate Referee & Completion of Introduction to Instruction	Advanced Referee Instructor	Area Referee Administrator or Director of Referee Instruction
Advanced Referee Instructor	This training is designed to teach Referee Instructors how to conduct advanced referee training courses using AYSO directed teaching plans.	6.5 hours	Referee Instructor and Advanced Referee	Advanced Referee Instructor	Section Referee Administrator or Director of Referee Instruction
National Referee Instructor	This training (not a course) is accomplished through mentoring while assisting with national referee training courses.	Variable	- Advanced Referee Instructor - Referee Instructor Evaluator - National Referee Instructor Exam - Assist as instructor at the National Referee Course - Be evaluated and recommended for approval by a National Referee Instructor - Approved by the National Director of Referee Instruction or National Referee Administrator	National Referee Administrator or National Director of Referee Instruction assigns mentor	National Referee Administrator or Director of Referee Instruction

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Instruction					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Referee Instructor Evaluator	This training is designed to teach Referee Instructors to evaluate other instructors and to provide positive constructive feedback.	5.5 hours	Referee Instructor	Advanced Referee Instructor and Referee Instructor Evaluator	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 except Introductory, Intermediate and Advanced management courses	6 hours	Introduction to Instruction BASIC	Advanced Management Instructor	Area or Section Director or Section management Administrator
Advanced Management Instructor	This training is designed to prepare management instructors how to use AYSO directed teaching plans to teach all management workshops including Introductory, Intermediate and Advanced Management courses. Instructors learn advanced presentation skills and techniques to address the needs of learners in groups of all sizes and in longer class sessions.	6 hours	Management Instructor Intermediate Management Course and One of the Tier Two Management Courses	Advanced Management Instructor	Section Director or Section Management Administrator
National Management Instructor	This training (not a course) is accomplished through mentoring while assisting with national management training courses.	Variable	<ul style="list-style-type: none"> - Advanced Management Instructor - Lead Instructor for Introductory, Intermediate & Advanced Management Courses - Instructed Area Director Training - Be evaluated and recommended for approval by a National Management Instructor - Approved by the National Management Administrator 	National Management Administrator assigns mentor.	National Management Administrator
VIP Instructor (under revision)	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 the regional level using AYSO directed teaching plans.	1.25 hours	Coach, Referee or Management Instructor VIP Volunteer Training	Advanced Coach, Referee or Management Instructor	Section Director or National VIP Administrator

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<h2>Coaching</h2>					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Annual Coach Update	This training provides continuing education for coaches in the Region. Program updates and program requirements are reviewed in this training session.	1 hour	None	Coach Instructor	Regional Coach Administrator
Safe Haven Coach	This certification presents information on child & volunteer protection for the AYSO coach. <i>This course is the certification course for AYSO coaches. Attendance of this course also satisfies AYSO Safe Haven Referee requirements.</i>	3 hours	None	Coach Instructor	Regional Coach Administrator
U-5 Program	This Program (not a course) is intended as a time of discovery for our very youngest players and is intended to be a fun filled low pressure activity.	Once a week	None	Advance Coach Instructor	Regional Coach Administrator
U-6 Coach	This training presents information and skills to be taught relevant to the short-sided game (3v3) of the U-6 age group.	2 hours	None	Coach Instructor	Regional Coach Administrator
U-8 Coach	This training presents information and skills to be taught relevant to the short-sided game (5v5) of the U-8 age group.	2 hours	Completion of U-6 Coaching Course is recommended	Coach Instructor	Regional Coach Administrator
U-10 Coach	This training presents information and skills to be taught relevant to the short-sided game (7v7) of the U-10 age group.	3 hours	Completion of U-8 Coaching Course is recommended	Coach Instructor	Regional Coach Administrator
U-12 Coach	This training presents information and skills to be taught relevant to the short-sided game (9v9) of the U-12 age group.	5 hours	Completion of U-10 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 U-12 Coaching Course.	15 hours	Completion of the U-12 Coaching Course is required	Advanced Coach Instructor	Area Coach Administrator

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<h2 style="margin: 0;">Coaching</h2>					
Course	Description	Length	Attendee Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization 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.	56 hours	Completion of the Advanced Coaching Course is required. Must be recommended by Regional Commissioner.	AYSO National Coach	AYSO National Coach
Coach Administrator Training	This training presents the duties and responsibilities of coach administrators with tips to enhance performance and enjoyment.	1 hour	None	Advanced Coach Instructor	Area Coach Administrator
VIP Volunteer Training	This training prepares volunteers to work with individuals with disabilities. <i>It is also the certification for VIP buddies.</i> Note: This training is the same in all disciplines.	2.5 hours	None	VIP Instructor or Coach, Referee or Management Instructor who has completed VIP Volunteer Training (with National VIP Administrator authorization)	Regional Commissioner, Area Director, Area Coach, Referee or Management Administrator

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<h2>Refereeing</h2>					
Course	Course Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Safe Haven Referee.	This certification includes module 1 and certifies volunteers in child and volunteer protection issues for referees. <i>This is the certification course for all AYSO Referees (not coaches).</i>	1 hour	None	Referee Instructor	Regional Referee Administrator
U-8 Official	This training includes modules 1 through 7 and trains volunteers to officiate in U-8 matches.	4 hours	None	Referee Instructor	Regional Referee Administrator
Assistant Referee	This training includes modules 1 through 7 plus 10, 11, and 12 and trains volunteers in the basics of being an Assistant Referee for AYSO matches under FIFA Laws and AYSO National Rules and Regulations.	6.25 hours	None	Referee Instructor	Regional Referee Administrator
Basic Referee	This training includes modules 1 through 13 and trains referees in the basic aspects of refereeing needed to do AYSO matches under FIFA Laws and AYSO National Rules and Regulations.	8.25 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 AYSO National Rules and Regulations.	7.5 hours	Completion of the Basic Referee Course is recommended	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 AYSO National Rules and Regulations.	7.25 hours	Completion of the Intermediate Referee Course is recommended	Advanced Referee Instructor	Area Referee Administrator or Director of Referee Instruction
National Referee	This training is not modularized. The course trains referees to referee all AYSO matches under FIFA Laws and AYSO National Rules and Regulations.	15.25 hours	Completion of the Advanced Referee Course is recommended	National Referee Instructor	National Referee Administrator or Director of Referee Instruction
Referee Assessor	This training is designed to train assessors to assess officiating skills at the Advanced level.	4.5 hours	Intermediate Referee and completion of the Advanced Referee course and test	Advanced Referee Instructor and either an Assessor or National Assessor	Section Referee Administrator or Director of Referee Assessment
National Referee Assessor	This training is designed to train Assessors to assess refereeing skills at the National level.	5 hours	Referee Assessor	Advanced Referee Instructor and National Referee Assessor	National Referee Administrator or Director of Referee Assessment

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<h2>Refereeing</h2>					
Course	Course Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Annual Referee Update	This training provides continuing education for referees. Program overview, Law changes, and points of emphasis will be reviewed.	1.25 hours	None	Referee Instructor	Regional Referee Administrator
Annual Update For Referee Administrators, Instructors, and Assessors	This training provides continuing education for referee Administrators, Instructors and Assessors. Program updates and program requirements are reviewed.	1.25 hours	None	Advanced Referee Instructor	Section Referee Administrator or Director of Referee Instruction
Referee Administrator Training	This training is designed to teach potential Referee Administrators the essential activities needed to manage a referee program.	2.5 hours	None	Referee Instructor	Area Referee Administrator or Director of Instruction
VIP Volunteer Training	This training prepares volunteers to work with individuals with disabilities. <i>It is also the certification for VIP buddies.</i> Note: This training is the same in all disciplines.	2.5 hours	None	VIP Instructor or Coach, Referee or Management Instructor who has completed VIP Volunteer Training (with National VIP Administrator authorization)	Regional Commissioner, Area Director, Area Coach, Referee or Management Administrator

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<h2>Management</h2>					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Board & Staff Introductory Certification (BASIC)	This certification presents information on the basics of the AYSO program and child & volunteer protection. <i>This is the certification for all volunteers who fill AYSO Program Management/Board positions</i>	1.25 hours	None	Management Instructor	Regional Commissioner
Introductory Management	This training is designed for new regional commissioners, regional coach administrators, regional referee administrators and other board members about general regional management.	4.5 hours	None	Advanced Management Instructor	Area Director or Area Management Administrator
Intermediate Management	This training is for regional commissioners, regional coach administrators, regional referee administrators and other board members.	2.5 hours	Completion of the Introductory Management Course is recommended.	Advanced Management Instructor	Area Director or Area Management Administrator
Advanced Management	This training is for Regional and Area staff on effective handling of people and problem solving.	2.5 hours	Completion of the Intermediate Management Course is recommended.	Advanced Management Instructor	Area Director or Area Management Administrator
New Regional Commissioner & Regional Board Orientation	This training is for new regional commissioners and regional board to ensure they understand their duties and responsibilities.	3 hours	None	Area Director or Advanced Management Instructor authorized by the Area Director	Area Director
Area Director Training	This training provides a comprehensive review of the area director's job and problem solving.	18 hours	Appointed Area Directors and selected personnel by invitation.	Instructors are selected by the AYSO National Management Administrator	AYSO National Management Administrator

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<h1>Management</h1>					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
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 Tier One	This training is designed to provide new regional registrars with information about the job, its duties, and requirements.	1.25 hours	None	Management Instructor	Regional Commissioner
Registrar Tier Two	This training is designed to provide experienced regional registrars advanced job specific information.	1.25 hours	Completion of Registrar Tier One Course is recommended	Management Instructor	Regional Commissioner
Safety Director	This training is designed to provide new regional safety directors with information about the job, its duties, and requirements.	1.25 hours	None	Management Instructor	Regional Commissioner
Treasurer Tier One	This training is designed to provide new regional treasurers with information about the job, its duties and requirements.	1.25 hours	None	Management Instructor	Regional Commissioner
Treasurer Tier Two	This training is designed to provide experienced regional treasurers with job specific information.	1.25 hours	Completion of Treasurer Tier One Course is recommended.	Management Instructor	Regional Commissioner

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<h2>Management</h2>					
Course	Description	Length	Prerequisites	Minimum Lead Instructor Requirements	Minimum Authorization Required
Financial Auditor	This training provides an overview of the duties and responsibilities of the financial auditor and reviews required forms and audit procedures.	1.25 hours	None	Advanced Management Instructor	Area Director or Area Management Administrator
Role of the Child and Volunteer Protection Advocate	This training and certification course describes the steps AYSO is taking to protect players and volunteers. The workshop also leads you through a self-assessment process and into an understanding of the position description and role of the CVPA in the region and in AYSO.	2.5 hours	None	Advanced Management Instructor Authorized CVPA Lead (Authorized by the AYSO National Safe Haven Manager/Administrator)	Section Director, Section CVPA or Section Management Administrator
Child and Volunteer Protection Advocate Annual Update	This training offers continuing education, a chance to work with other CVPAs and an opportunity to find out what's new in the CVPA job duties.	1.25 hours	Completion of Role of the Child and Volunteer Protection Advocate Course is recommended to achieve maximum benefit from this course.	Advanced Management Instructor Authorized CVPA Lead (Authorized by the AYSO National Safe Haven Manager/Administrator)	Section Director, Section CVPA or Section Management Administrator
VIP Volunteer Training	This training prepares volunteers to work with individuals with disabilities. <i>It is also the certification for VIP buddies.</i> Note: This training is the same in all disciplines.	2.5 hours	None	VIP Instructor or Coach, Referee or Management Instructor who has completed the VIP Volunteer Training (with National VIP Administrator authorization)	Area Director, Area Coach, Referee or Management Administrator