MORRIS UNITED SOCCER CLUB
TRAVEL, RECREATION & TOPSOCCER
VOLUNTEER COACHING REQUIREMENTS
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**PURPOSE OF THIS DOCUMENT**

The purpose of this document is to highlight the minimum requirements to be assigned and/or carded as a volunteer coach, volunteer assistant coach, TopSoccer coach, youth trainer or youth TopSoccer buddy with the Morris United Soccer Club's Premier Travel, Recreation and TopSoccer programs. This document is not meant to define the skills needed to be a good coach or to educate a coach on how to be a better coach, but is limited to defining the minimum set of criteria (certifications) that need to be met to be on the field with youth athletes.

**SUMMARY OF VOLUNTEER COACHING REQUIREMENTS**

The criteria set forth in the below table are the minimum requirements established by the Morris United Soccer club to be a volunteer coach for each core program. These requirements meet the standards set by the governing bodies for youth soccer in America (US Soccer, US Youth Soccer, NJ Youth Soccer and US Club Soccer), and help ensure a safe and secure playing environment for our children. All activities **MARKED AS REQUIRED MUST BE COMPLETED BEFORE ANY VOLUNTEER COACH INTERACTS WITH A CHILD PARTICIPATING IN A MORRIS UNITED SOCCER CLUB PROGRAM.**

<table>
<thead>
<tr>
<th>Coaching Prerequisite</th>
<th>Travel</th>
<th>Recreation</th>
<th>TopSoccer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adult* Coach</td>
<td>Youth** Trainer</td>
<td>Adult* Coach</td>
</tr>
<tr>
<td>Annual Registration with MUSC to be a volunteer coach</td>
<td>REQUIRED</td>
<td>REQUIRED</td>
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<tr>
<td>CDC Online Concussion Awareness Course</td>
<td>REQUIRED</td>
<td>REQUIRED</td>
<td>REQUIRED</td>
</tr>
<tr>
<td>Annual Background Check</td>
<td>REQUIRED</td>
<td>NOT APPLICABLE</td>
<td>REQUIRED</td>
</tr>
<tr>
<td>Abuse Prevention Certificate SafeSport Training</td>
<td>REQUIRED</td>
<td>NOT APPLICABLE</td>
<td>REQUIRED</td>
</tr>
<tr>
<td>Valid Coaching Certificate (&quot;F license&quot;)</td>
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<td>REQUIRED</td>
<td>RECOMMENDED</td>
</tr>
<tr>
<td>Headshot Photo</td>
<td>REQUIRED</td>
<td>NOT APPLICABLE</td>
<td>OPTIONAL</td>
</tr>
<tr>
<td>TopSoccer Coach’s Certificate</td>
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<td>NOT APPLICABLE</td>
<td>NOT APPLICABLE</td>
</tr>
<tr>
<td>Medical Waiver</td>
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<td>REQUIRED</td>
<td>NOT APPLICABLE</td>
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<tr>
<td>Parental Permission</td>
<td>NOT APPLICABLE</td>
<td>NOT APPLICABLE</td>
<td>REQUIRED</td>
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<tr>
<td>TopSoccer Buddy Clinic</td>
<td>NOT APPLICABLE</td>
<td>NOT APPLICABLE</td>
<td>NOT APPLICABLE</td>
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<tr>
<td>NJ Youth Soccer “Y” Course</td>
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<td>NOT APPLICABLE</td>
<td>RECOMMENDED</td>
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<tr>
<td>Grassroots license courses (4v4, 7v7, 9v9 or 11v11)</td>
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<td>RECOMMENDED</td>
<td>RECOMMENDED</td>
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<tr>
<td>Rutgers S.A.F.E.T.Y Course</td>
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<td>RECOMMENDED</td>
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</tbody>
</table>

*18 years of age or older

** under 18 years of age
DESCRIPTION OF COACH PREREQUISITES

Registration with MUSC to be a Volunteer Coach

Example: Each MUSC program has a “coaching” registration associated with it. All coaches MUST register with each program they wish to coach. Registration is required to ensure coach’s information is available to the club and players, and to ensure coaches and players are covered by Morris United Soccer Club’s insurance. Registration as a coach for each program is available via the coach’s Stack Sports account.

CDC HEADS UP to Youth Sports Online Concussion Awareness Course

Each MUSC coach must hold a certificate showing they have completed the Center for Disease Control (CDC) HEADS UP to Youth Sports Online Concussion Awareness course. This course may be accessed online at: https://www.cdc.gov/headsup/resources/training.html. Once completed, the course completion certificate should be uploaded to the Coach’s Stack Sports account.

Annual Background Check

Each MUSC coach and volunteer must complete a State background check. The background check is managed as part of the coach’s registration as a volunteer with MUSC. All mandatory questions associated with the background check must be completed as part of the registration. Only after a background check is complete, can a coach be cleared to interact with players.

Abuse Prevention Certificate (SafeSport Training)

Beginning with the 2019-2020 youth soccer season, all volunteers with the Morris United Soccer Club must complete the US Center for SafeSport online abuse prevention training which covers: sexual abuse, hazing, bullying, emotional misconduct, physical harassment and reporting obligations. There are three modules required to become “SafeSport Trained”:

a) Mandatory Reporting: Understanding Your Responsibilities;
b) Sexual Misconduct Awareness Education; and
c) Emotional and Physical Misconduct.

All three modules must be completed to receive your “SafeSport Trained” certificate. All modules are available to USYS members free of charge by using access code: YC3E-6P5G-YYIL-CS2M.

Access to the online course is available via this link: https://safesport.org/training
Coaching Certificate (Formerly the NJYS F License)

A valid coaching certificate (formerly NJYS F License) is required for any coach who wishes to coach at the Travel level. Multiple certificates are valid for the coaching license.

<table>
<thead>
<tr>
<th>Accepted</th>
<th>Not Accepted</th>
</tr>
</thead>
<tbody>
<tr>
<td>• NJYS F License (no longer issued)</td>
<td>• US Soccer Goalkeeping License</td>
</tr>
<tr>
<td>• NJYS State Certificate</td>
<td>• Rutgers Safety Card</td>
</tr>
<tr>
<td>• NJYS State E Course</td>
<td>• CPR/AED Training</td>
</tr>
<tr>
<td>• US Soccer National A, B, C, D, E, F License(s)</td>
<td>• First Aid Training</td>
</tr>
<tr>
<td>• US Soccer Grassroots Intro, 4v4, 7v7, 9v9, 11v11 (Online or In-Person)</td>
<td>• United Soccer Coaches Certificates</td>
</tr>
<tr>
<td>• Out of State Licensed Courses (USYS Affiliated state associations)</td>
<td></td>
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</tbody>
</table>

Information on available courses may be found online at: [http://www.njyslive.com/home.php?layout=5576621](http://www.njyslive.com/home.php?layout=5576621)

Information on available Grassroots License courses may be found online at: [http://www.njyouthsoccer.com/grassroots-in-person-licenses](http://www.njyouthsoccer.com/grassroots-in-person-licenses)

Headshot Photo

A headshot photo is required to be uploaded to the coach’s Stack Sports account for any coach wishing to coach at the Travel level. The headshot photo will be used for the coach’s NJYSA coaching card.
TopSoccer Coaching Certificate

A New Jersey Youth Soccer Association (NJYSA) TopSoccer coaching certificate is required for any coach who wishes to coach a TopSoccer program. The course is taught over one day and comprises a 3 hour classroom session and 1 hour practical demonstration. Both portions of the course must be completed to receive your TopSoccer coaching certificate.

Information on available TopSoccer courses may be found online at: http://www.njyouthsoccer.com/topsoccer

Medical Waiver

Youth volunteers are required to complete a medical waiver. Please contact MUSC for information on how to complete your medical waiver.

Parental Permission

Youth volunteers are required to provide parental permission to participate as a volunteer. Please contact MUSC for information on how to provide parental permission for the program you’re interested in being a volunteer.

TopSoccer Buddy Clinic

The TopSoccer Buddy Clinic combines a 1-hour classroom seminar with a 1-hour practical demonstration that addresses TopSoccer player characteristics, the role and qualities of a buddy, and how best to assist the TopSoccer Coach in providing a fun growth experience for soccer players with special needs. Information on available TopSoccer buddy courses may be found online at: http://www.njyouthsoccer.com/topsoccer

NJ Youth Soccer “Y” Course

The NJY Youth Soccer "Y" course is an introductory coaching course focusing on how to be an effective coach. This course is geared toward the Recreation coach. This license is not sufficient to be carded as a travel coach. Information on available NJYS “Y” Coaching courses may be found online at: http://www.njyslive.com/home.php?layout=5578641

Grassroots License Courses (4v4, 7v7, 9v9 or 11v11)

NJ Youth Soccer in-person Grassroots License Courses are tailored around the four grassroots game models addressed in the US Youth Soccer Player Development Initiatives: 4v4, 7v7, 9v9, and 11v11. These course options provide coaches the chance to learn more about how to develop a player-centered approach to coaching. Spanning 4-hours in length, each in-person Grassroots Course consists of both classroom and field-based sessions. Coaches will learn more about U.S. Soccer’s Coaching Education philosophy, Play-Practice-Play Methodology, and the Six Tasks of a Grassroots Coach among other topics. Information on available Grassroots License courses may be found online at: http://www.njyouthsoccer.com/grassroots-in-person-licenses
Rutgers S.A.F.E.T.Y. Course

The Rutgers S.A.F.E.T.Y. Clinic (Sports Awareness for Educating Today's Youth) is a three-hour program that meets the "Minimum Standards for Volunteer Coaches Safety Orientation and Training Skills Programs" (N.J.A.C. 5:52) and provides partial civil immunity protection to volunteer coaches under the "Little League Law" (2A:62A-6 et. seq.). Information on available Rutgers S.A.F.E.T.Y. courses may be found online at: https://www.youthsports.rutgers.edu/educational-courses/volunteer-coaches
Managing Required Documents for Coaching Prerequisites

Proof of completion for all required activities must be provided to the Morris United Soccer Club (MUSC) before an adult coach may interact with any child as part of a MUSC program.

The below coaching prerequisites are maintained electronically within the “Stack Sports” member account for each adult volunteer. The Volunteer’s “Stack Sports” member account may be accessed from the MUSC home page at http://www.morrisunited.com. Volunteers must ensure current copies of coaching prerequisites are uploaded annually to their Stack Sports member account.

List of electronically maintained coaching prerequisites:

ALL TRAVEL, RECREATION & TOPSOCCER ADULT COACHES

1. Annual registration with MUSC as a volunteer coach
   - Registration as a volunteer soccer coach is done by registering as a coach with one of the program registrations (TRAVEL, RECREATION, TOPSOCCER) open each year.
     - TOPSOCCER: http://morrisunited.bonzidev.com/TopSoccerCoachRegistration
     - TRAVEL: http://morrisunited.bonzidev.com/Travel_Coaching_Requirements
   - Annual registration must be completed by each adult volunteer wishing to coach with the Morris United Soccer Club. This annual registration captures certain facts about each volunteer coach and provides an opportunity for coach’s to agree to waivers from the Morris United Soccer Club and various Youth Soccer governing bodies (i.e. NJ Youth Soccer).
   - Registration with MUSC as a volunteer coach authorizes the NJ Youth Soccer Association (NJYSA) to conduct a background check of each adult volunteer. The results of the background check are maintained on the coach’s stack sports account.

2. CDC HEADS UP to Youth Sports Online Concussion Awareness Course Completion Certificate

3. SafeSport Online Abuse Prevention Course Completion Certificate

ADULT TRAVEL COACHES

4. Current Headshot Photo

5. Coaching Certificate (“F” License)

ADULT TOPSOCCER COACHES

4. TopSoccer Coaching Certificate

ADULT RECREATION COACHES

✓ No additional training required
Uploading electronically maintained documents to a Volunteer’s Stack Sports account

**CDC HEADS UP to Youth Sports Concussion Certificate [All Coaches]**

*Every coach (Travel, Recreation & TopSoccer)* interacting with a youth athlete as part of the Morris United Soccer Club *MUST* complete the Center for Disease Control (CDC) HEADS UP to Youth Sports Online Concussion Course.

The CDC concussion course may be accessed from your Stack Sports member account:

1. Log into your member account from the Morris United Home page: www.morrisunited.com

2. Click “Learn More” next to the concussion training certification under the coach’s name

3. Click “START YOUR TRAINING”

4. Follow the instructions to create your account and to access your training. Once you have completed the training, you will receive a certificate. Please save this certificate (pdf or jpeg format) for upload to your account

5. Return to your STACK SPORTS account and upload the certificate.
**SafeSport Abuse Prevention Certificate [All Volunteers and Coaches]**

Every adult volunteer interacting with a youth athlete as part of the Morris United Soccer Club **MUST** complete the SafeSport Abuse Prevention online curriculum.

The SafeSport Abuse prevention curriculum may be accessed from your Stack Sports member account:

1. Log into your member account from the Morris United Home page: [www.morrisunited.com](http://www.morrisunited.com)

2. Click “Begin Training” next to the “Abuse Prevention Certificate” under the adult volunteer’s name

3. Copy the “access code” to your computer’s memory

4. Click “BEGIN SAFESPORT TRAINING”

5. Follow the instructions to create your account and access your training. Once you have completed the training, you will receive a certificate. Please save this certificate (pdf or jpeg format) for upload to your account

6. Return to your STACK SPORTS account and upload the certificate to the adult volunteer’s account under “Abuse Prevention Certificate”
Coaching Certificate (Formerly “F License”)[Travel Coaches Only]

Every travel coach must hold a "Coaching Certificate". Coaching certificates are obtained by:

- Completing a NJ Youth Soccer “State Certificate” Coaching Course (Formerly "F" License”). Dates and information on attending a course may be found online at [http://www.njyslive.com/home.php?layout=5576621](http://www.njyslive.com/home.php?layout=5576621)
- Completing a NJYS State E Course
- Completing a US Soccer National A, B, C, D, E, F License(s)
- Completing a US Soccer Grassroots Intro, 4v4, 7v7, 9v9, 11v11 course (Online or In-Person)
  - Information on available Grassroots License courses may be found online at: [http://www.njyouthsoccer.com/grassroots-in-person-licenses](http://www.njyouthsoccer.com/grassroots-in-person-licenses)
- Completing an Out of State Licensed Courses with a USYS affiliated state association

Once you have your license certificate:

1. Log into your member account from the Morris United Home page: [www.morrisunited.com](http://www.morrisunited.com)
2. Click upload next to “Safety/Additional Certification”
3. Click “upload” and add your coaching certificate

**NOTE: OLD FORMAT FOR CERTIFICATE**
**Uploading Headshot [Travel Coaches Only]**

1. Log into your member account from the Morris United Home page: [www.morrisunited.com](http://www.morrisunited.com)

2. Click “Upload Photo”

3. Click “select file from your computer” and choose your headshot photo. The minimum resolution is 150px by 200px

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**Ready to Coach**

Once all of your documents and headshot are uploaded, and your background check is complete, you will be allowed to participate as a youth soccer coach with the Morris United Soccer Club.

1. Headshot
2. CDC Concussion Certificate
3. SafeSport Abuse Prevention Certificate
4. NJYS Coaching Certificate
5. Background Check - Cleared