



## **Child and Volunteer Protection Advocate**

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### **Purpose**

The AYSO volunteer position of child and volunteer protection advocate is intended to oversee the child and volunteer protection program in the region in accordance with the AYSO Safe Haven program.

### **Specific Duties and Responsibilities**

The child and volunteer protection advocate is expected to:

1. Support the regional commissioner in the promotion and implementation of the AYSO Safe Haven Program, including the three main elements of volunteer protection;
2. Be familiar with the Child Protection Act of 1993, the Volunteer Protection Act of 1997, the Good Samaritan Laws of the State of \_\_\_\_\_, and that state's provisions for the reporting of child abuse and neglect;
3. Work with the registrar to see that all volunteers complete, date, and sign the AYSO volunteer application form and its authorization to perform applicant screening, and be the screening liaison with the AYSO National Support & Training Center;
4. Check references for all new coaches, referees, board members, team parents, and others who have direct supervision of players. Random reference checks for everyone else;
5. Be aware of AYSO's definitions of levels of risk, inform prospective volunteers that they are screened at a level appropriate to the level of risk, and maintain a copy of AYSO's screening policy;
6. Enforce AYSO protocols to protect privacy and privileged information;
7. Present to the regional board a motion to accept the list of coaches, referees, and other volunteers each season at a board meeting;
8. Ensure that the region keeps on hand the written position descriptions for each volunteer filling a regional position;

9. Serve as a resource and/or a facilitator to the region's members on the requirements for good faith reporting of abuse and molestation to law enforcement agencies and child welfare agencies;
10. Assist with the ongoing evaluation of volunteers;
11. Meet with the head coach of each team, either individually or in a group with the coach administrator, to review child protection and supervision responsibilities prior to each season;
12. Meet with the referees, either individually or in a group with the referee administrator, to review child protection and supervision responsibilities prior to each season;
13. See that the region's supervision ratio is enforced; and
14. Promote the region's standards of behavior and conduct as laid out in the child and volunteer protection policies, procedures, and guidelines of the AYSO Safe Haven program.

### **Qualifications and Desired Skills**

To be considered for the position of child and volunteer protection advocate, the applicant should:

1. Attend and pass the AYSO Role of Child and Volunteer Protection Advocate certification and training;
2. Attend CVPA annual update;
3. Successfully pass a screening, including a background check;
4. Be appointed by the regional commissioner and approved by the entire regional board;
5. Achieve a reputation of respect, fairness, and trustworthiness in the community; and
6. Register with the AYSO Member Services Department as a child and volunteer protection advocate by providing an Information Form signed by the regional commissioner.

### **Supervision Protocols**

While performing as the child and volunteer protection advocate, the volunteer is:

1. Subject to the bylaws, rules, regulations, policies, procedures, and guidelines of AYSO;
2. Under the overall authority of and directly supervised by the regional commissioner; and

3. To maintain the recommended adult to child supervision ratio of 1:8 or less; that is one adult for every eight or fewer children and two adults (one of whom may be the coach and one of whom should be of the same gender as the group) present at all times. For the protection of both the children and the volunteer, no volunteer should permit himself or herself to be alone with any child or group of children (except his or her own) during AYSO-sponsored activities.

**Time Commitment**

The anticipated time commitment for a child and volunteer protection advocate is a full year. The estimated hours to fulfill duties by month shall be filled in by the regional commissioner:

Jan:	hrs.	Feb:	hrs.	Mar:	hrs.	Apr:	hrs.	May:	hrs.	Jun:	hrs.
Jul:	hrs.	Aug:	hrs.	Sep:	hrs.	Oct:	hrs.	Nov:	hrs.	Dec:	hrs.

**Orientation, Training, Certification, and Continued Education Provided**

To prepare a volunteer for the position of child and volunteer protection advocate, AYSO will offer the following educational opportunities. It is the duty of the volunteer to attend these sessions.

1. Orientation by the regional commissioner;
2. The Role of the Child and Volunteer Protection Advocate workshop at the annual Section Meeting;
3. CVPA annual update;
4. Kids Zone workshop;
5. Child protection workshops;
6. Volunteer protection workshops; and
7. Be familiar with Safe Haven educational resources and materials.

**Activity Locations**

While performing the duties of child and volunteer protection advocate, the volunteer is limited to the following locations, unless expressly authorized in writing by the regional commissioner to hold activities in another location.

1. Regional board meetings;
2. Area meetings;
3. Section meetings;
4. Assigned field locations;
5. Assigned classroom locations; and
6. Independent work at home alone, in committees of adults, or in a properly supervised situation with children.