



Regional Risk Management/Safety Director

Purpose

The AYSO volunteer position of regional risk management/safety director is intended to be responsible for all aspects of the region's safety and oversee the equipment, nets, fields and clean-up of fields for the region.

Specific Duties and Responsibilities

The regional risk management/safety director is expected to:

1. Administer the AYSO Soccer Accident Insurance (SAI) plan and liability insurance program for the region;
2. Obtain liability insurance certificates for all facilities used by the region;
3. Make provisions for the distribution of AYSO's information flier on the SAI plan to each player's family;
4. Handle all reports of accidents and/or SAI claims for such programs;
5. Inform the region's staff and parents about safety concerns and the SAI plan and procedures;
6. Maintain the regional supply of SAI claim forms;
7. Provide information to parents and coaches regarding the proper way to file an SAI claim form;
8. Ensure the safety of all participants in the region by inspecting all field equipment, goalposts, and fields to ensure they are in safe condition;
9. Ensure that a reasonable number of first-aid kits are available at all playing sites, that all goalposts are properly anchored, that no goalposts have net hooks, and that AYSO policies regarding blood-borne diseases are disseminated to and observed by all participants;
10. Be responsible for advising regional participants of approaching dangerous weather and other potentially unsafe conditions which may exist at the locations where games are played;

11. Disseminate and make available such safety information to the region's coaches, referees, participants, and families from such sources as AYSO's "Play It Safe" publication;
12. Be available and knowledgeable to answer questions from coaches, referees, and parents;
13. Secure a Participation Release Form for seriously injured participants prior to their return to play;
14. Promote preventive programs;
15. Attend available AYSO seminars;
16. Use the AYSO Safety Director Manual to become the most knowledgeable person in the region regarding the Soccer Accident Insurance (SAI);
17. Attend regional board meetings;
18. In case of an accident, properly notify the regional commissioner and the area director of the accident within 24 hours; and
19. Cooperate with the child and volunteer protection advocate and implement the AYSO Safe Haven program.

Qualifications and Desired Skills

To be considered for the position of regional risk management/safety director, the applicant should:

1. Have some past experience with equipment, nets, or fields;
2. Be organized; and
3. Be screened.

Supervision Protocols

While performing as the regional risk management/safety director, 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 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 regional risk management/safety director 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 regional risk management/safety director, 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. Board and Staff Introductory Certification (BASIC);
3. AYSO Save Haven Program; and
4. Risk Management for the Safety Director I and II workshops at the annual Section Meeting.

Activity Locations

While performing the duties of regional risk management/safety director, 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. The annual Section Meeting;
3. Assigned field locations;
4. Assigned classroom locations; and
5. Independent work at home alone, in committees of adults, or in a properly supervised situation with children.