

## Big Willow Coach / Assistant Coach To Do List

Welcome to the 2023 Big Willow Spring Baseball season! Thank you so much for volunteering to be a head coach or assistant coach for your child's team. This organization wouldn't run without the great volunteers we have. Please work through the to do list below to start getting set up as a coach or assistant coach for Big Willow this season.

### TO DO:

**1) Register with Big Willow as a coach.** If you haven't done so for this season or a previous season at Big Willow, register as a coach via Big Willow's website. This step is required for head and assistant coaches. If prompted, be sure to log in to SportsEngine using the same account used to register your child. You can access the coach registration form here:



<https://www.bigwillowbaseball.com/coaches>

**2) Get the SportsEngine app.** The Sports Engine App is the best way to easily communicate with your players. It includes features like RSVP, that allows your players to let you know if they plan on making it to upcoming games and practices. Be sure to log in with the SportsEngine account used to register your child. (Note: if needed, you can have multiple parents on a single SportsEngine account, each with different notification settings.)



**3) Set up a TrustedCoaches account.** TrustedCoaches is a service Big Willow uses for background checks and safety training. The site is used by multiple organizations and keeps track of training you complete from year. You may already have an account from another sports league, or from a previous Big Willow season. If you don't already have an account, set one up here:



<https://www.trustedcoaches.org/>

**4) Complete TrustedCoaches items.** This step is required for head and assistant coaches by law. You will not need to redo recent training you've already completed for another sports league. Each coach must complete the following trainings at the frequencies listed:

Background Check - Required Every Year  
Abuse Prevention & Safety - Required Every 2 Years  
Concussion Training - Required Every 3 Years

How to Complete TrustedCoaches Training:

- 1) Go to <http://www.trustedcoaches.org/>
- 2) Log in or Register (use the same log in each year)
- 3) Click 'Claim a Role/Join a Season' button
- 4) Enter information below:

State: **Minnesota**

Organization: **Minnetonka Big Willow Baseball Association**

Season Name: **2023 Big Willow Baseball (All Seasons)**

Season Access Key: **2023BigWillow**

Role: **Coach**