

# **VOLUNTEER REGISTRATION**

# **UNIFIED SPORTS® PARTNER, COACH or VOLUNTEER**

There are six steps to Becoming a Class A Volunteer. These steps are to all be completed in the Volunteer Management System (VMS).



# To access VMS, go to: sosaas.azurewebsites.net/IN/application



**STEP 1: APPLICATION** Each applicant will create an online account in VMS with their own username. They will then be asked to complete an online application with contact information.



#### **STEP 2: BACKGROUND SCREENING**

Each applicant will be asked to enter their personal information, including their Social Security number. This information is required to complete the background screening through VMS.



## STEP 3: COACH-VOLUNTEER ORIENTATION (CVO)

This training is mandatory for all Class A Volunteers. This is a one-hour video and slide presentation that contains information on the Special Olympics mission, history, organization, eligibility and sports programs. It also provides information on the responsibility of volunteers for understanding, presenting and reporting abuse or suspected abuse of athletes. There will be a quiz at the end of the session regarding the material covered.



#### **STEP 4: PROTECTIVE BEHAVIORS TRAINING**

Class A volunteers must complete the Protective Behaviors training, which focuses on the prevention of abuse of Special Olympics athletes. The training includes a brief quiz to review the material. Per Special Olympics Inc., volunteers must repeat this training every three years. Volunteers will be prompted in their VMS account when it is time to retake this training. Volunteers may renew Protective Behaviors Training at any time.



## **STEP 5: CONCUSSION AWARENESS TRAINING**

The material covered in this training session is provided courtesy of the Centers for Disease Control and Prevention. This session will help prepare volunteers in the event that an athlete or Unified partner suffers a concussion. The training includes a brief quiz to review the material.



#### STEP 6: COVID-19 CODE OF CONDUCT AND WAIVER

Volunteers must review and acknowledge Special Olympics COVID-19 Participant Code of Conduct and Risk Assessment. Acknowledgement is acceptance that volunteers will abide by Special Olympics policy and protocol procedures that are currently in place to assist in the protection of all individuals in the program.

Contact volunteers@soindiana.org for questions or assistance.