

<p>AYSO Program: Instructor</p> <p>Instructor requirements: Pre-approved VIP Instructor OR Advanced Management, Coach or Referee Instructor with VIP Volunteer Training</p>	<h1>VIP Instructor</h1>	<p>Lesson Plan: SP EXPO 413 Length: 3 hours Revision: 5 Effective Date: January 2015 Page: 1 of 8</p>
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Change History	
October 2000	Lesson Plan First Developed
July 2007	Lesson Plan Revised – VIP portion rewritten – candidates must be a Coach, Referee or Management Instructor or take AYSO Introduction to Instruction in addition to qualify to instruct. All must have VIP Volunteer Training.
March 2011	Lesson Plan Reviewed
December 2011	Lesson Plan Revised
November 2013	Lesson Plan Revised
November 2014	Updated with changes
December 2014	Finalized and Posted

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1. DESCRIPTION

This course is designed to teach AYSO Instructors how to deliver the VIP Volunteer Training Course to a myriad of participants: coaches, referees, buddies, family members, Region administrators. The course will include:

- Strategies for support of families who have family members with disabilities
- Understanding AYSO culture and its philosophy
- Understanding and presenting the VIP Volunteer Training lesson plan

2. GOALS

To prepare volunteers to represent the VIP instruction needs at all levels and to teach the VIP Volunteer Training at the Regional or Area level.

3. PREREQUISITES

- Introduction to Instruction
- VIP Volunteer Training
- Working knowledge of players/people with disabilities is a great advantage

4. INSTRUCTOR EQUIPMENT AND MATERIALS

- Course Roster
- Flip chart and markers
- Computer/LCD projector
- Screen
- Power Point Presentation
- VIP Volunteer Training lesson plans cut into “modules”
- “Props” of VIP Coach, Referee and Buddy/Family Manuals, balls, cones
- Confirming test

5. INSTRUCTOR NOTES

Note: There will be a test, a mini-presentation and a 15 minute practicum during this class.

Tip: Have participant bring completed test to you as s/he starts last presentation for you to write notes.

PowerPoint Note: Words on PPT slide will be bolded in Lesson Plan and numbered as it indicates the click - animation; italicized words are cues for you to say; non-bolded, non- italicized words are descriptive.

The instructor should be well versed in persons with disabilities, the AYSO VIP program and AYSO policies, procedures, rules and regulations.

LESSON PLAN

Slide 1

VIP Instructor Course

Slide should be up while volunteers are entering classroom. Thank the volunteers for attending the course, introduce yourself and co-instructors and ask the attendees to sign the roster.

Slide 2

Prerequisites

1) Volunteer Application

All volunteers need to apply every year; be authorized to do your job and act within your job descriptions and the scope of AYSO Policies, Procedures and Guidelines

2) Introduction to Instruction

This is the starting point of being an instructor and you should already have taken this course.

3) VIP Volunteer Training

Each of you should already have taken VIP Volunteer Training so you have the knowledge of the material and able to deliver the practicum a little easier.

Slide 3

The Need for Training and Certification

- 1) Prepares volunteers for their jobs**
- 2) Protects volunteers**
- 3) Reduces likelihood of player abuse**
- 4) Reduces likelihood of volunteers being accused**
- 5) Provides personal achievement**

Training is part of AYSO and very important for all volunteers.

Slide 4

Purpose

- 1) This course is designed to teach AYSO Instructors how to deliver the VIP Volunteer Training Course to a myriad of participants: coaches, referees, buddies, family members, Region and Area Administrators.**

3 pictures will automatically appear

Slide 5

Objectives

- 1) Understanding the AYSO culture and philosophies**
- 2) Strategies to support VIP families**
- 3) Understanding and presenting the VIP Volunteer Training lesson plan**

Slide 6

AYSO's Vision Statement

- 1) To provide world class youth soccer programs that enrich children's lives.**
- 2) The vision of the AYSO VIP Program is to create VIP teams in every AYSO Region wherever possible and to maximize opportunities for VIP player participation where VIP teams are not available.**

The VIP Program has their own Vision and Mission which we strive to fulfill every chance!

Slide 7

AYSO Mission Statement

- 1) To develop and deliver quality youth soccer programs which promote a fun, family environment based on AYSO's Six Philosophies.

Slide 8

AYSO VIP Mission Statement

- 1) The Mission of the AYSO VIP Program is to provide a quality soccer experience for individuals whose physical or mental disabilities make it difficult for them to successfully participate on mainstream soccer teams. What is successful participation? It should be defined by the player's enjoyment and the safety of all team members.

Slide 9

Ask the participants how many they can name and if you want, ask a volunteer to name them (NOTE: the answers are on the bottom of the slide so step in front of presentation or block the answers somehow).

AYSO's Six Philosophies

- 1) Everyone Plays®
Balanced Teams
Open Registration
Positive Coaching
Good Sportsmanship
Player Development

Slide 10

Practicum - Comfort level

- 1) To help you feel comfortable standing in front of a group, you will give two presentations today: One personal mini- presentation and the other is a 10 - 15 minute presentation from the VIP Volunteer Training course.

Remind the attendees to relax and to be comfortable in front of a group. Picture is of our Section 6 VIP Administrator, Valerie.

Slide 11

Comfort Level - No need to panic!

- 1) You will have time to prepare for your longer presentation and the materials to help you succeed!

Seriously – relax! We will all help you succeed, we are team!

Slide 12

Personal Presentation - 2 minute maximum

Time for your first "presentation" the mini-personal presentation. Please include:

- 1) Name
Section/Area/Region
- 2) AYSO position(s)
VIP experience

3) Which philosophy means the most to you and why

STRESS the two minute MAXIMUM – use this as a learning experience for time management. Do not give them clues of how much time is left (but do cut them off at the 2 minute mark as needed.) After all presentations are completed ask how they felt. Let them know how they did on the 2 minute time frame --

Slide 13

Easy Enough?

1) Now you know more about your fellow volunteers and feel more comfortable speaking in front of a group, right?

Thank them for their presentations and encourage them that the next presentation will be easier.

Slide 14

Function of Culture

- 1) Culture holds people together
- 2) Culture provides continuity
- 3) Culture creates community

Culture: the total of the inherited ideas, beliefs, values, and knowledge, which constitute the shared bases of social action; meaning, our AYSO Culture

Slide 15

Elements That Sustain Culture

- 1) Common values
- 2) Code of conventions
- 3) Identified purpose
- 4) Unified plan
- 5) Common language
- 6) Atmosphere of trust and respect

Slide 16

AYSO Culture

- 1) **National Office of AYSO** This is the front office of the National Office in Torrance, CA
- 2) **Vision Statement**
- 3) **Mission Statement**
- 4) **Philosophies**
- 5) **Kids Zone/AYSO Team**
- 6) **National coach/referee/management/special programs**
- 7) **Unified instructor program**

Explain the structure of AYSO and how it relates to our culture

Region/Area/Section/National

a. Governance

1. Executive members
2. NBOD
3. National Office

Slide 17

VIP Families - Special Families, Special Needs

1) May feel they are "different"

Many families feel they are different because they may have many doctor appointments, have to stay indoors during certain hours, various reasons – many reasons

2) Must deal with many agencies and professionals

3) May not ask for help to join a soccer group *Some parents are tired of always having to ask for things so we need to go to them, make it easy.*

4) Respond better to personal contact

Parents might respond better to personal invite than to a flyer or advertisement.

5) Siblings may feel isolated

Might lack in parental attention, put-upon to help with duties so we need to make the entire family welcome to VIP.

Slide 18

VIP Families - Special Families, Special Needs

1) Most families "shop around" for sports organizations their children want to participate in but not VIP families. *Many of our VIP families think soccer to a "contact" sport or they do not think their child can play sports. That is why face to face, word of out is KEY to growth! Our VIP Admins, coaches, etc need to join groups, go be guest speakers to help grow their program.*

3 pictures will automatically appear

Slide 19

Parents work with:

1) Social Services

2) Social Security

**3) Many agencies:
Mental health**

4) Physical health

Our families have a lot going on so VIP should be a fun, wonderful outlet for the entire family.

Slide 20

Parents Work With:

1) Special Education professionals

2) Speech therapist

3) Physical therapist

4) Occupational therapist

5) Medical professionals

6) Specialists

7) Psychiatrist

Again, our parent and the VIP players are busy so make it easy for the family.

Slide 21

Be Aware/Be an Advocate

1) Medical/financial needs

2) Daily care of child

- 3) **Field accessibility needs**
- 4) **Scheduling needs – “same” works best**
Same day, same time, same field

Be an advocate – stand up to the Board and make VIP a priority. Have the best fields for the VIP division and if possible offer a discount for the VIP division.

Slide 22

Make personal contacts

- 1) **Attend parent meetings or support groups**
- 2) **Build relationship with one parent who can reach others**

Ask participants for other ideas how to get involved and for families to get involved; list them on flip chart. Individual groups: Down Syndrome, Autism Speaks, Easter Seals, etc.

Slide 23

Accepting and Inviting

- 1) **Emphasize participation on any level player is capable of**
- 2) **Show interest in child and disability**
- 3) **Involve the family in VIP**
- 4) **Be flexible**

Flexible is the KEY word for all of AYSO but especially our VIP division

Slide 24

Methods of Teaching

- 1) **I listen – I hear**
- 2) **I see – I understand**
- 3) **I do – I know**
- 4) **I teach and I learn**
- 5) **Take away something new**
 - **every time you teach!**

Slide 25

Why do a practicum?

- 1) **Doing or practicing brings confidence and better presentation, therefore better learning**
- 2) **The more practice, the easier it becomes**
- 3) **“Teaching what you know” increases the likelihood of success**

Slide 26

Test

❖ *Give Test*

Series of pictures will automatically appear.

Leave this slide up until attendee needs to use the powerpoint for their practicum.

Slide 27

Thank you

❖ Time for the Practicum

1. Remind attendees to relax

- a. *Distribute a lesson plan module to each participant. Assign them 10 - 15 minutes depending on the number of participants. Shorten the time if need be, but be sure to help them cut the lesson plan points – do not hurry to fit in too much information! We are looking for AWESOME VIP Instructors – who can teach the points from the heart, not everyone will automatically become an instructor, some may need additional practice.*
- b. *Allow 20 – 30 minutes for preparation time.*
- c. *Provide tools available – flip chart, markers, PowerPoint, manuals, soccer balls, cones, etc.*
- d. *Let them know you will clue them at the 5 minute mark and again with one minute to wrap it up.*
- e. *After presentation ask classmates for their comments*
- f. *You should provide positive feedback and constructive criticism to presenters in detail - about 5 min each*
 - a. *Ask: How do you think you did?*
 - b. *Ask: Do you think you can improve? How?*

2. The need for practice

- a. *Ask: How is practice vital to your success?*
- b. *Ask: Is it important to your students?*

Remind students that this was a pressure situation with not much preparation time. On their own, they will benefit from more planning and practice.

Closing: Change to last slide of presentation

Thank you

Congratulate the attendees on their completion of the course. Ensure all have signed the attendance roster. They will be informed if they need to do anything further as designed by the instructor prior to becoming an official VIP Instructor. Acknowledge their value to AYSO and to the advancement of the VIP Program. Inform them that their VIP Instructor course credit will be put into eAYSO or follow-up for attendee to become a VIP Instructor.