



## Information for New Coaches

Thank you for coaching! This document is intended to give you information needed to get started with coaching. Please contact the League Director (Joyce Bartels) if you have questions or need more information. ([league@cbsoccerclub.org](mailto:league@cbsoccerclub.org))

If you are an assistant coach, please complete, at minimum, Numbers 1-4.

1. Register to coach in PlayMetrics. PlayMetrics is the registration system used for player and coach registration for CBSC/Western Iowa Surf.

There are two ways to register to coach.

- a. If you are registering a player, you can mark your desire to coach when you register the player.
- b. You can send the Director your email address. The Director will add it to the system, and you will be “invited” to create an account in PlayMetrics.

If you are attached to a player, you will have a “Player Contact” profile AND a “Coach” profile. You are then able to switch to the profile you need at the time. If you are not attached to a player, you will have a “Coach” profile only.

2. Get added to the team in PlayMetrics. If you are taking over a team, let the League Director know to add you to that team. If it is a new team, have the players request you when they register. The Director will add the players to your team. Use this link for more information on Team Formation, Roster Sizes, and age requirements: [Team Formation Info](#)

3. Register at ISA (Iowa Soccer Association). Process can be found here: [ISA Coach Registration](#). Once you are registered at ISA, the state will submit a background check. You do not have to pay for the background check; it is part of the ISA registration.

NOTE: the document you are linking to was created by ISA, so it is trying to cover all types of coaches; please let us know if you have questions.

4. Complete the SafeSport and Concussion training. These courses are found in the [US Soccer Learning Center](#). Once in the Learning Center, choose the “Safe Soccer” tab. When you click on a course, you will be able to sign on (create an account, if needed). You are required to complete these two courses:
  - a. SafeSport Certification
  - b. Intro to Safe and Healthy Playing EnvironmentsOnce you complete the courses and the background check, your name will appear on the weekly “Approved” list here: [ISA Approved list](#)
5. Make sure any players that want you as a coach are registered. If you do not have enough players, we usually have enough players in the pool to add to complete your team; just let us know. To see who is registered, go to your coach profile in PlayMetrics, click on your team, then click on Roster.
6. Determine what equipment you need. We want everyone to have a minimum of the following equipment. This is provided free of charge. Let us know what you need and we will get it ready for you.
  - 3 balls (Size 3 for U7-8, Size 4 for U9-12, Size 5 for U13 and above)
  - Pinnies (4 for U7-8; 6 for U9-10; 8 for U11-12, 10 for U13 and above)
  - 25 cones
7. Uniforms: The CBSC club uniform is a blue and a black jersey; many players already have these. Blue is for “home” games and black is for “away” games. If you are taking over a team that has these jerseys, you may want to continue with them. It is not a requirement to use these jerseys; however, it is very convenient for everyone. Parents can order jerseys online and have them delivered to their home or pick them up at the Sports Plex. The only part you may need to help with is a number.

For the Rec League, it doesn’t matter if your team has duplicate numbers; however, if your team plays in tournaments, you may need unique numbers. The link to order can be found here: [Uniforms](#)
8. Attend Self-Scheduling Meetings: Self-scheduling meetings are held shortly after the Player Registration deadline. This is your opportunity to set your game schedule. You can attend in person or via Zoom. Check with your parents for conflicts prior to the meetings so a workable schedule can be created. Please participate in the meeting (or send someone in your place) so the schedule can be published shortly after the meetings. You can also send

your conflicts to the Scheduler (scheduler@cbsoccerclub.org) if you cannot attend. Meeting invitations will be sent a few days before your meeting. We schedule eight (8) games per season.

9. Practice. Most coaches have a few practices prior to the season and then have practices as needed during the season. A recommendation for Rec soccer is to have two (2) events a week. So, if you have 2 games in one week, you may not need to practice, if you have 1 game, have a practice also. There is no requirement from the Club. Work with the parents and your schedule to come up with a workable schedule.

**Practice Fields:** The club works to schedule practice fields controlled by the Club. The dates/times will be published as soon when dates are set.

**City of Council Bluffs Practice Fields:** The following city fields are open for rental in Council Bluffs. Most of these fields are the size of a small U12 field. If you get a permit, you have the right to the field for the hour. The rentals can be found at this link: [Field Rentals](#)

- Cochran, 100 S. 21st, Mini pitch only
- Kirn Park, 100-1/2 5th Avenue
- Petersen, 2500 S. 8th Street
- Roberts, 1000 N. 25th Street
- Sternhill, 1031 N. 8th Street
- Twin City, 3300 Renner Street
- Valley View, 1300 Franklin Ave – has 2 smaller fields
- Westwood, 1200 S. 35th Street

10. Games and the season. For more information on games and the season, go to this webpage: [Season Information](#) It gives you rules, game reschedule information, field maps, public schedule, and more. The League Guidelines documents gives you information on playing time, needs for games, weather, etc.