



Diocese of Toledo Catholic Youth Organization

Athletics

July 29, 2021

Dear CYO Volleyball Student Official,

Attached is a flyer announcing the schedule of upcoming officiating training sessions for this season. If you are interested in working in the CYO program this volleyball season, we need to see you at these meetings.

You will also need to submit a completed W-4 form (including all information asked for, as well as your birth date) and an I-9 form (the form and the acceptable documents) before you can be scheduled to work for CYO. The I-9 is not a form you can submit to us via email. You must bring documents on the attached list with you to the training so that a representative from the diocesan Human Resources office can actually see them and verify that they are legitimate. ***If you completed an I-9 form last year, you do not need to submit another one for this season.***

You must also have a current Concussion Awareness Certificate of Completion on file in the CYO Office. The class is valid for 3 years. If you are unsure of whether you have a current certificate on file, please contact Jack Jordan at the CYO Office (jjordan@toledodiocese.org) and he can reply to your request. Instructions to retake this class have been attached to this email.

Please feel free to pass this information on to those who are interested in officiating in the CYO. Each year we receive inquiries after the season has already started, but we don't feel it is fair to the coaches or the prospective officials to add people to the schedule who have not been trained. We hope that publicizing this opportunity to our coaches might increase the number and/or quality of our prospective officials.

Please consider working this season!

Julie, Jack & Kathy and part-time VB staff
CYO Office

Shaping the Faith of our Youth ... Field by Field

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