

## EDUStaff Coaches

### **Why You Need to be Approved Before Starting Practice:**

As your employer, EDUStaff assumes all liability of you working within the local district as an Athletic Coach. This assumed liability is not undertaken by EDUStaff until you are fully approved for employment, this includes: completing an online application, completing all required professional development training modules, turning your paperwork and two forms of identification into EDUStaff for processing and being fingerprinted.

### **How to Apply:**

- 1) Go to [www.EDUStaff.org](http://www.EDUStaff.org),
- 2) Click “Start Application” in top left corner,
- 3) Complete the steps of the application,
- 4) On Step #2, check “Yes” to the question “I am currently directly employed by my district...”,
- 5) On Step #3, enter the Access Code “**goed**” to view the hidden employee type of “Coach”,
- 6) On Step #14, all athletic coaches must complete the “Concussion Awareness Training for Coaches” per State of Michigan mandate along with the other GCN Training Module,
- 7) On Step # 15, complete the “EDUStaff Non-Classroom Applicant Meeting” module to bypass the need to attend a face-to-face meeting with EDUStaff. After completing this module, please bring your signed application, Concussion Certificate and two forms of identification to the Athletic Office to be sent to EDUStaff.

### **Please Send All Questions to EDUStaff at:**

Phone: 877.974.6338  
LiveChat: [www.EDUStaff.org](http://www.EDUStaff.org)  
Email: [Contact@EDUStaff.org](mailto:Contact@EDUStaff.org)