

IMPORTANT!

Employees must complete all Mandatory courses within 2 weeks of their start date.

WHICH MANDATORY COURSES TO TAKE—YOUTH DEV. SUPERVISORS

CLICK THE COURSE NAME FOR DETAILS AND INSTRUCTIONS

New Supervisors Onboarding Checklist—All Supervisors (60 days)

Redwoods Courses—All Staff (4 - 7 hours)

Note: All Supervisors must complete the state-mandated Redwoods Course: "Connecticut Anti-Harassment for Managers"

Virtual New Employee Orientation—All Staff (90 min)

Driving History Check—Staff Who Drive on Y Business (5 min)

Mandated Reporter Training—Staff w/ Access to Children (30 min)

CPR, First Aid, & AED Training—All Staff

Concussion Training—1 Staff per Site (30 min, check w/ supervisor)

Group Instructor Training—Course-Specific Training

See "Which Mandatory Courses to Take," for Youth Development Staff

Please note this may not be a complete list of all courses you need to take, depending on your department. Please check if your department has additional requirements.

Direct supervisors are responsible for assisting and ensuring staff are trained.
For questions (after asking your supervisor) email training@ghymca.org