



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## 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](mailto:training@ghymca.org)