

GREAT FUTURES START HERE.



Thank you for your interest in the Boys & Girls Clubs of St. Charles County!

Our commitment is to create an environment for youth that is safe, nurturing, empowering and which promotes growth and success for the youth who participate in our Club. To ensure we maintain such an environment, we require all staff and volunteers to participate in online Abuse Prevention Training Modules.

In order to begin volunteering, the following must be completed:

1. Create an account through bgca.net
2. Complete Online Training Modules: Abuse Risk Management; It Happened to Me; Keeping Your Boys & Girls Club Safe

Please follow the instructions below to complete the training process:

1. Go to bgca.net and select *New myBGCA Account*
2. Complete both pages of the New myBGCA User Registration form to create an account (on the second page of the form for the *Affiliation* box, choose *Local Club (Staff, Board, Volunteers)* and for the *Select Organization* box, choose *Boys & Girls Club of St. Charles County*)
3. Once you've completed the New myBGCA User Registration form, let Desmond know (email is dniboh@bgcstc.org). The CEO will then approve your account. You will receive notification regarding approval.
4. Once approved, you will have access to BGCA.net. On the home page, click on the search bar at the top of the page and search *Spillet Leadership University*
5. Once you've searched *Spillet Leadership University*, it will take you to a page with 6 different colored buttons (light blue, purple, red, orange, green, dark blue). Click on the first button (light blue).
6. You should have been directed to the Spillet Leadership University School of Youth Development page. From there, go to the "search" icon in the top right of the page
7. In the search box, type the names of the required training modules (stated above) and complete each one
8. Once completed, either print each certificate of completion and bring to the Club or screenshot each certificate and email to dniboh@bgcstc.org