



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Mandatory Online Training Instructions

THE FOLLOWING COURSES ARE TO BE COMPLETED BY THE FIRST DAY OF EMPLOYMENT

COURSE		Metropolitan YMCA of the Oranges
Courses and # Hours:		Metropolitan YMCA of the Oranges New Employee Orientation, 2.5 hours (Complete Part I and Part II)
Description:		Let's start with a welcome for you from our President and CEO, Rick Gorab and viewing of our Orientation video.
Use on this Link:		https://collaboration.net/login/metroymcaoranges
Log In		Create a username and Password, please remember these for future trainings
Certificate		Upon completion of all courses print certificate and submit to supervisor to be compensated for your training time.
Troubleshooting Tips		Trouble loading, check browser and internet connection speed. If not resolved, please call 888-685-4440 for further assistance.
COURSE		Praesidium
Courses and # Hours:		<ul style="list-style-type: none"> • Meet Sam (20 minutes) • It Happened to Me (20 minutes) • Keeping Your Y Safe (20 minutes) • Duty to Report (30 minutes)
Description:		Child Safety topics and Mandatory Reporting Requirements
Click on this Link to start your training:		http://www.praesidiuminc.com/login
Log In		Username: First initial of your first name and your last name (i.e., JSmith) Password: LAST FOUR DIGITS OF YOU SS#NJ (ex; 1234NJ)
Certificate		Upon completion of all courses print certificate and submit to supervisor to be compensated for your training time.
Troubleshooting Tips		Trouble loading, check browser and internet connection speed
COURSE		Redwoods Institute
Courses and # Hours:		Appropriate Touch (15 minutes)*
Description:		Child Safety
Click on this Link to start your training:		<p>First Time Users: https://redwoodsintitute.csod.com/selfreg/register.aspx?c=3827 You will be prompted to create a new account. Complete all areas.</p> <p>Existing Users: http://redwoodsintitute.com/</p>



	Log-In using your username or email address and the following temporary password: P4sswOrd
Log In	See additional instructions attached. (You will need to choose your Y branch, department, and Job classification.)
Certificate	Upon completion of all courses print certificate and submit to supervisor to be compensated for your training time.
Troubleshooting Tips	Trouble loading, check browser and internet connection speed
Help	Contact Redwoods Institute at 919-469-7327

THE FOLLOWING COURSES ARE TO BE COMPLETED WITHIN FIRST 90 DAYS

COURSE	Redwoods Institute
Courses and # Hours:	<ul style="list-style-type: none"> Managing Your Risk of Exposure to Blood Borne Pathogens (45 minutes) Safe Lifting (20 Minutes) Preventing Members and Guest Slip, Trips and Falls (20 minutes) Harassment Prevention (60 minutes) <p>FOR SUPERVISORS ONLY</p> <ul style="list-style-type: none"> Anti-Harassment for Managers supervisors (13 Minutes)
Click on this Link to start your training:	<p>First Time Users: https://redwoods institute.csod.com/selfreg/register.aspx?c=3827</p> <p>You will be prompted to create a new account. Complete all areas.</p> <p>Existing Users: http://redwoods institute.com/ Log-In using your username or email address and the following temporary password: P4sswOrd</p>
Log In	See above and additional instructions attached. (You will need to choose your Y branch, department, and Job classification.)
Certificate	Upon completion of all courses print certificate and submit to supervisor to be compensated for your training time.
Troubleshooting Tips	Trouble loading, check browser and internet connection speed
Help	Contact Redwoods Institute at 919-469-7327



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REDWOODS Registration Instructions



METRO YMCA OF THE ORANGES NEW USER REGISTRATION - YMCA ONLINE TRAINING

Please complete the form below to register for online training.
If you have completed Redwoods training in the past, [login here](#).

* First Name:

* Last Name:

* Email Address:

* Username: name.last.gmail.com

* Organization:

* Program Area:

* Job Classification:

* New password:

* Confirm password:

- * Passwords must contain both upper and lower case letters
- * Passwords must contain alpha and numeric characters
- * Passwords must be 6 - 20 characters



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Choose the appropriate ID for your location

Search Organization ×

Title: ID: Search

(7 Results)

Title	ID	Parent
Association Services	3827_02	Metro YMCA of the Oranges
East Orange	3827_05	Metro YMCA of the Oranges
Fairview Lake Camps	3827_03	Metro YMCA of the Oranges
South Mountain	3827_06	Metro YMCA of the Oranges
Sussex County	3827_04	Metro YMCA of the Oranges
Wayne	3827_01	Metro YMCA of the Oranges
West Essex	3827_07	Metro YMCA of the Oranges

Choose your Program Area

Search Program Area ×

Title: ID: Search

(7 Results)

Title	ID	Parent
Aquatic Programs	Aquatic	Program Area
Camp Programs	Camp	Program Area
Corporate Services	Corp	Program Area
Facility Services	Facility	Program Area
Health & Wellness Programs	Wellness	Program Area
Member Services	Member	Program Area
Youth Programs	Youth	Program Area

Click on Print Course Certificate and submit to your Supervisor to be compensated for your training time.



Choose your Job Classification

Search Job Classification [X]

Title: ID: Search

(4 Results)

Title	ID	Parent
Board Volunteer	BoardVol	Job Classification
Full Time Employee	FTE	Job Classification
Part Time Employee	PTE	Job Classification
Program Volunteer	ProgVol	Job Classification

The next screen once you are logged in will bring you to the below sample.
CHOOSE BROWSE ALL TRAINING button

THE REDWOODS INSTITUTE

Thank you for the work you do.

Every day, organizations like yours build community and provide opportunity to those you serve. Safety is an inevitable part of that job. These trainings were created to keep you—and the people you serve—safe.

Your assigned trainings are listed in the box to the right and additional trainings are directly below.

Suggested Training - Not Required

- Child Sexual Abuse Prevention
- Managing Your Risk of Exposure to Bloodborne Pathogens
- Unlawful Harassment Prevention

No.

BROWSE ALL TRAINING >>

Browse trainings by category



Click on Print Course Certificate and submit to your Supervisor to be compensated for your training time.