

**USA Bobsled & Skeleton (USABS)
GAMES STAFF SELECTION PROCEDURES
2022 Beijing Olympic Winter Games
Bobsled/Skeleton
June 25, 2021**

These procedures provide for selection of USABS's Games Staff [see following table for a list of positions] for the Beijing Olympic Games, 2022. However, accreditation allocation is not guaranteed and will be based on final USOPC credential allocation and overall team size. Responsibility of payment for allocated accreditations will be determined by the USOPC and USABS.

1. Describe the specific Games Staff position(s) that the USABS is requesting.

Games Staff Role	Responsibility
Team Leader	Serve as primary point of contact and liaison between the USOPC and USABS before, during and after the Games.
Coach	Prepare athletes/teams for success on the field of play.
Medical (for example, ATC, Physio, Physician, Massage Therapist)	Provide appropriate medical care to the athletes.
Administrative Personnel	Provide assistance to the team in a capacity to facilitate a high performance environment.
Technical Personnel	Provide assistance in sled preparation/maintenance or other performance service provisions.

2. What are USABS's criteria for the above-listed Games Staff position(s)?

Games Staff must:

- 2.1. Undergo a background screen in accordance with the current [USOPC Games Background Check Policy & Procedures](#) prior to nomination.
 - 2.1.1. Should a nominee experience any event between the time the background check is conducted and the relevant Games that may change his/her background check status, the nominee must inform USABS and/or the USOPC.
- 2.2. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- 2.3. Have the ability to work effectively with the USOPC.
- 2.4. Have strong administrative, communication and organizational capabilities/skills as applicable for the specific role.
- 2.5. Be responsible for Team's adherence to all rules regarding discipline at the Games.
- 2.6. Fulfill all duties and requirements of the USOPC including attendance at USOPC Games related meetings, as applicable.
- 2.7. Be available for entire duration of the Games, if requested.

- 2.8. Have USABS's approval prior to making any financial decisions regarding the Team.
- 2.9. Possess appropriate experience relative to the position.
- 2.10. Possess high level, specific technical and tactical knowledge of the sport as needed for the specific role.
- 2.11. Have thorough knowledge and understanding of the IF rules and regulations governing the sport as needed for the specific role.
- 2.12. Demonstrate ability to establish harmonious relationships with athletes and other Team personnel.
- 2.13. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 2.14. Be a currently employed staff member or contractor of USABS.
- 2.15. Be listed on USABS's Long List.
- 2.16. Successfully complete all Games Registration requirements by stated deadlines.
- 2.17. Participate in the appropriate anti-doping training as required for the Games Staff position by stated deadline.
- 2.18. Successfully complete the appropriate U.S. Center for SafeSport's online training module(s) by stated deadline.

In addition, Medical Personnel must:

- 2.19. Possess the appropriate professional certifications.
 - 2.20. Pass a medical credential review in addition to the approved USOPC Games Background Check, which will be a combined check managed through USOPC Sports Medicine (separately arranged background checks will not be considered).
 - 2.21. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine. (www.teamusa.org/medicalvolunteer)
 - 2.22. Complete the mandatory Games training prior to the Games.
 - 2.23. Be approved for nomination through the USOPC's Sports Medicine Division.
 - 2.24. Fulfill all requests and meet deadlines for any required information or documentation such as the submission of a temporary licensing application (to practice medicine at the Games) and medical equipment submission requirements.
3. Describe the intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

USABS will not solicit applications for the Games Staff positions listed above. The Games Staff positions will be filled by current USABS employees and/or contractors.

4. Describe the removal of Games Staff:

An individual who is nominated to the above-listed Games Staff position(s) by USABS may be removed as a nominee for any of the following reasons, as determined by USABS.

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the USABS CEO.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by USABS. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by USABS, his/her injury will be assumed to be disabling and he/she may be removed.
- 4.3. Inability to perform the duties required.
- 4.4. Violation of the USABS Code of Conduct (<https://www.teamusa.org/usa-bobsled-skeleton-federation/membership/sport-memberships>).
- 4.5. No longer able to meet the required criteria in Section 2 at the time of the Games.

Once the Games Staff nomination(s) is accepted by the USOPC, the USOPC has jurisdiction over the Games Staff, at which time, in addition to any applicable USABS Code of Conduct, the USOPC's Games Forms apply. The USOPC's Games forms are available as part of Games Registration prior to the respective Games.

5. Describe the replacement of Games Staff:

In the event that the Nominated Games Staff member is unable to perform the duties of the position(s) for injury, illness, Code of Conduct violation or any other unforeseen circumstances that would result in the need to replace him/her, the replacement candidate must meet all of the applicable criteria listed in #2 above.

6. Which group/committee will make the final approval of the Games Staff position(s)?

The USABS CEO will make the final approval.

7. Conflict of Interest:

An individual involved in the selection process who has a conflict of interest must disclose this information and recuse him or herself and not influence others regarding the discussions, meetings or decisions involving the selection of the Games Staff position(s). If there is an issue concerning whether a conflict of interest exists, the USABS Board or Ethics Committee, as appropriate, shall determine if a conflict exists.

8. Date of Nomination:

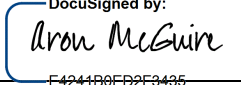

Nominations of Games Staff, including the names of any replacements (if applicable), will be submitted to the USOPC on or before: October 6, 2021

9. Publicity/Distribution of Procedures:

The USOPC approved selection procedures (complete and unaltered) will be posted/published by USABS in the following location:

9.1. Web site: <https://www.teamusa.org/usa-bobsled-skeleton-federation/resources/for-athletes/criteria>

These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOPC.

Position	Print Name	Signature	Date
USABS CEO	Aron McGuire	 <small>E4241B0ED2F3435...</small>	7/8/2021
USOPC Athletes' Advisory Council Representative*	Christopher Kinney	 <small>July 10, 2021 07:05 GMT+2</small>	Jul 10, 2021

* If the USOPC AAC Representative has delegated authority to the Alternate AAC Representative to sign the Selection Procedures, attach a letter from the AAC Representative indicating the reason he/she has delegated authority.

* Signature by the Athlete Representative constitutes that he/she has read and understands the Selection Procedures. If the Athlete Representative reads and does not agree with the Selection Procedures being submitted by USABS, he/she may submit those reasons in writing to his/her Sport Performance Team.

* If, for some reason, a sport does not have an elected USOPC AAC Representative, the NGB must designate an athlete from that sport to review and sign the Selection Procedures.

BOB 2022 WOG STAFF

Final Audit Report

2021-07-10

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