

**UNITED STATES LUGE ASSOCIATION (USLA)
GAMES STAFF SELECTION PROCEDURES
2022 BEIJING WINTER OLYMPIC GAMES
LUGE
JULY 19, 2021**

These procedures provide for selection of the United States Luge Association’s (USLA) Games Staff [see following table for a list of potential positions] for the 2022 Beijing Winter Olympic Games. 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 USLA.

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

Games Staff Role	Responsibility
Team Leader	Serve as primary point of contact and liaison between the USOPC and USLA before, during and after the Games.
Head Coach	The Head Coach is responsible for successful athlete performance and for technical oversight. The Head Coach is the lead decision maker for the team. The Head Coach is responsible for the delegation of the staff’s daily duties.
Coach(es)	Coaches support the Head Coach in technical matters and in the day-to- day running of team activities and functions. They prepare athletes/teams for success on the field of play.
Primary Medical Service Provider	The Primary Medical Service Provider is responsible for the athletes’ medical needs and the general health of the athlete.
Additional Medical Service Provider(s)	Tends to athletes’ medical needs and supports the general health of the athlete.

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

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

In addition, Team Leader and all Coaches must:

- 2.17. Be a currently employed staff member or contractor of the United States Luge Association (USLA).

In addition, all Medical Personnel must:

- 2.18. Possess the appropriate professional certifications.
- 2.19. 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).
- 2.20. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine (www.teamusa.org/medicalvolunteer).
- 2.21. Complete the mandatory Games training prior to the Games.
- 2.22. Be approved for nomination through the USOPC's Sports Medicine Division.
- 2.23. 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.
- 2.24. The Primary Medical Provider will be a currently employed staff member or contractor of the United States Luge Association (USLA).
- 2.25. Candidates for any Additional Medical Service Providers will have experience working with USLA or come recommended by USOPC Sports Medicine.

USLA reserves the right to consider the practicality of combining two Games Staff roles (for example, Team Leader/Coach) to be strategic in its use of available accreditations, while also maintaining focus on high performance. If it is the decision of USLA to combine roles, then the candidate must meet all applicable criteria for the relevant positions as listed in Section 2.

3. Describe the intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

All USLA Games Staff positions will be filled based on the selection of qualified candidate(s) who meet all applicable criteria outlined here and in Section 2 and who will best meet the needs of the 2022 U.S. Olympic Team.

Team Leader, Coaches and Primary Medical Service Provider:

The USLA will not solicit applications for these Games Staff positions as they will be filled by current USLA employees or contractors. The USLA CEO with the advisement of the Sport Program Director will select the appropriate individual for each position.

Additional Medical Service Provider(s):

Candidates who already have experience working with our team or as a volunteer with USOPC Sports Medicine and who have had a positive review of their skills according to the athletes and sports staff will be considered. USLA will not solicit applications or require candidates to express interest for Additional Medical Service Provider position(s) as the individuals who meet the criteria outlined here and in Section 2 (and make up the pool of eligible candidates) are a definitive group.

The USLA CEO, Sport Program Director, and the AAC representative will select from the pool of eligible candidates, the individual(s) who best meets the needs of the 2022 U.S. Olympic Team as defined in Sections 2 and 3.

4. Describe the removal of Games Staff:

An individual who is nominated to fill a Games Staff position by USLA may be removed as a nominee for any of the following reasons, as determined by USLA.

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the USLA CEO/Executive Director.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by the USLA. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the USLA, 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 USLA's Code of Conduct located at:
<https://www.teamusa.org/usa-luge/rules-and-policies>

- 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 USLA 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 Section 2 above and be selected through the same process as outlined in Section 3.

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

Team Leader, Coaches and Primary Medical Service Provider:

The USLA CEO will make the final approval.

Additional Medical Service Provider(s):

The group that will make the final approval of the Games Staff volunteer positions are the USLA CEO, Sport Program Director and the AAC representative.

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 USLA's 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:

September 15, 2021 – for Coaches

October 6, 2021 – for remaining Games Staff positions



9. Publicity/Distribution of Procedures:

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

- 9.1. Web site: <https://www.teamusa.org/usa-luge/rules-and-policies>

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

- 9.2. Other (if any): N/A

Position	Print Name	Signature	Date
US Luge Association CEO/Executive Director	Jim Leahy	 Jim Leahy (Aug 3, 2021 17:44 EDT)	Aug 3, 2021
USOPC Athletes' Advisory Council Representative*	Matt Mortensen	 Matthew P. Mortensen (Aug 3, 2021 21:36 EDT)	Aug 3, 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 USLA, 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.









LUG 2022 WOG STAFF

Final Audit Report

2021-08-04

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