

**USA Team Handball
GAMES STAFF SELECTION PROCEDURES
2023 Pan American Games
July 30, 2022**

These procedures provide for selection of USA Team Handball **Men's and Women's Games Staff** [see following table for a list of positions] for the 2023 Pan American 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 the NGB/PSO.

1. List of specific Games Staff position(s) that the NGB/PSO is requesting:

Games Staff Role	Responsibility
Assistant Coaches	Support national team coach in preparation of athletes/teams for success on the field of play.
ATC or Physical Therapist (up to 2)	Provide appropriate medical care for the team.
Technical Personnel (e.g., Ski Technicians, Video Techs)	Video Analyst

2. NGB's/PSO's criteria for the above-listed Games Staff position(s) (attach a job description, if any):

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 the NGB/PSO 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 personal conduct 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 NGB/PSO'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 International Handball Federation 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 NGB/PSO's Provisional Roster.
- 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, Assistant Coach(es) must:

- 2.17. Coaches must have significant international experience or an IHF C or B license or the equivalent.

In addition, Medical Personnel must:

- 2.18. Meet the minimum criteria defined in the [USOPC Healthcare Provider Credentialing Policy](#).
- 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.

In addition, Technical Personnel must:

- 2.25. Possess appropriate experience relative to the position/area of expertise for which they may be nominated.
- 2.26. For the position of video analyst, the individual must have worked for 3+ years performing video analysis of team handball, possess an IHF Master Coach license and have coached at the international level.

3. Process that candidates shall follow to express interest and method for being considered for a Games Staff position, in each category below:

There will not be an application process for Assistant Coaches, Medical Personnel, or Technical Personnel. USA Team Handball has a known pool of volunteer staff who have worked with the Teams and meet the requirements in Section 2.

4. Method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

Assistant Coach(es):

Coaches eligible for consideration include USATH coaches who have served at the youth, junior or senior level of competition and coached as part of the national teams for 2022/2023. The pool of eligible coaches will include current USATH volunteer coaches who have a signed volunteer agreement with USATH. Coaches must have significant international experience or an IHF B or C license or the equivalent. Assistant coaches will be recommended by the respective National Team Head Coach based on the criteria in Section 2., and approved by a committee outlined in Section 6.

Medical Personnel: Medical personnel eligible for consideration include USATH volunteer athletic trainers (ATC) or physical therapists (PT) who have worked with USATH national teams in the 2022/2023 seasons. Volunteers must have a signed agreement on file and maintain a current background check and Safe Sport certification. An ATC or PT who has been recommended by the USOPC for service provision is also eligible for these roles. Medical Personnel will be recommended by the respective National Team Head Coach based on the criteria in Section 2., and approved by a committee outlined in Section 6.

Technical Personnel: Video analysts eligible for consideration include USATH volunteer coaches with video analysis experience. Video analysts must have worked with USATH teams in 2022/2023 and demonstrate a thorough knowledge of the Pan American region with regards to competitive analysis. The pool of eligible video analysts will have experience in the use of Dartfish, NAC Sports and XPS. Technical personnel must have a signed volunteer agreement. Technical Personnel will be recommended by the respective National Team Head Coach based on the criteria in Section 2., and approved by a committee outlined in Section 6.

5. Describe the removal of Games Staff:

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

5.1 Voluntary withdrawal. Games Staff nominee must submit a written letter to the NGB/PSO Executive Director/CEO/President.

5.2. Injury or illness as certified by a physician (or medical staff) approved by the NGB/PSO. If the individual refuses verification of his/her illness or injury by a physician

(or medical staff) approved by the NGB/PSO, his/her injury will be assumed to be disabling and he/she may be removed.

5.3. Inability to perform the duties required.

5.4. Violation of the NGB’s/PSO’s Code of Conduct [Corporate Documents \(teamusa.org\)](http://teamusa.org)

5.5. 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 NGB/PSO 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.

6. Replacement of Games Staff:

In the event a 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 Sections 3 and 4.

7. Group/committee that will make the final approval of the Games Staff position(s):

Selection Committee:

Selection Committee	
1. Robert Hedin	National Team Coach, Men’s Senior Indoor
2. Mark Ortega	Athlete Representative
3. Cedar Bellows	Athlete Representative
4. Krista Austin	USATH High Performance Manager
5. Ryan Johnson	Chief Executive Officer

8. Conflict of Interest:

All individuals involved in the selection process (see Section 6) must comply with the NGB/PSO’s conflict of interest policy, to include completing and submitting a disclosure form for review by the NGB/PSO’s Ethics Committee prior to beginning the selection process.

An individual involved in the selection process who has an actual, possible, or perceived conflict of interest must disclose it to the NGB/PSO’s Ethics Committee prior to the start of the selection process. The NGB/PSO’s Ethics Committee shall review the disclosure and

determine the individual’s level of involvement (e.g., whether he/she must recuse him or herself from the review process and/or voting).

Any recused individual shall be replaced in accordance with the NGB/PSO committee appointment process.

9. Date of Nomination:

Nominations of Games Staff, including the names of any replacements (if applicable), will be submitted to the USOPC on or before: January 30th, 2023.



10. Publicity/Distribution of Procedures:

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

10.1. Web site: <https://www.teamusa.org/USA-Team-Handball>.

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

10.2. Other (if any):

Position	Print Name	Signature	Date
Ryan Johnson CEO/Executive Director	Ryan Johnson	DocuSigned by:  C54F9D3F36D8450...	9/2/2022
Mark Ortega USOPC Athletes’ Advisory Council Representative*	Mark Ortega	DocuSigned by:  6154DB42639F434...	9/2/2022

* 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 the NGB/PSO, 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/PSO must designate an athlete from that sport to review and sign the Selection Procedures.