

**US SPEEDSKATING
GAMES STAFF SELECTION PROCEDURES
BEIJING 2022 OLYMPIC WINTER GAMES
LONG TRACK AND SHORT TRACK
August 3, 2021**

These procedures provide for selection of US Speedskating **Games Staff** [see following table for a list of positions] for the 2022 Olympic Winter 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 US Speedskating.

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

Games Staff Role	Responsibility
Team Leader(s)	Serve as a primary point of contact and liaison between the USOPC, USS, and the discipline they are assigned to work with before, during and after the Games.
Head Coach(es)	Prepare athletes/teams for success on the field of play for the discipline which they are assigned to work.
Assistant Coach(es)	Support the Head Coach in preparing athletes/teams for success on the field of play for the discipline which they are assigned to work.
Administrative Personnel (e.g., Team Manager, High Performance Director or other administrative staff)	Serve as primary point of contact(s) and liaison(s) between the USOPC and USS for athletes, coaches, and staff regarding operations, logistics, and high performance matters before, during and after the Games.
Technical Support Services Personnel (e.g., Skate Technicians, Video Techs, Strength & Conditioning Coach, Nutritionist, Psychologist)	Prepare athletes/teams for success on the field of play for the discipline(s) which they are assigned to work.
Medical Personnel (e.g., ATC, Physio, Physician, Massage Therapist)	Provide appropriate medical care to the athletes.

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

US Speedskating'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 US Speedskating 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 the entire duration of the Games, if requested.
- 2.8. Have U.S. Speedskating'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 US Speedskating'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.
- 2.17. Provide proof of vaccination for COVID-19 to US Speedskating.

In addition, Team Leaders and Administrative Personnel must:

- 2.18. Be a currently employed staff member or contractor of US Speedskating.
- 2.19. Possess appropriate experience and/or certifications relative to the position/area of expertise for which they may be nominated.

In addition, Head Coaches and/or Assistant Coaches must:

- 2.20. Possess a high level of specific technical and tactical knowledge of the sport.
- 2.21. For a Head Coach position, be a currently employed staff member or contractor of US Speedskating.
- 2.22. For an Assistant Coach position (if any), be a certified Level 3 USS coach [Become a Coach \(teamusa.org\)](https://www.teamusa.org). Or have approval of the US Speedskating High Performance Director that level 3 certification is being obtained.

In addition, Technical Support Services Personnel must:

- 2.23. Be a currently employed staff member or contractor of US Speedskating.
- 2.24. Possess appropriate experience relative to the position/area of expertise for which they may be nominated.
- 2.25. Have worked with USS senior ISU event teams in preparation for the Olympic Winter Games.

In addition, Medical Personnel must:

- 2.26. Possess the appropriate professional certifications.
- 2.27. 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).
- 2.28. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine. (www.teamusa.org/medicalvolunteer)
- 2.29. Complete the mandatory Games training prior to the Games.
- 2.30. Be approved for nomination through the USOPC's Sports Medicine Division.
- 2.31. 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.
- 2.32. Have experience working with USS or as a volunteer with USOPC Sports Medicine and who have had positive reviews of their skills according to the athletes and sports staff will be considered

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

Team Leaders: Team Leaders will be US Speedskating staff or contracted staff appointed by the US Speedskating Executive Director.

Head Coach(es): The Head coaches will be US Speedskating staff appointed by the US Speedskating Executive Director.

Assistant Coach(es): Depending on accreditation allocation, US Speedskating may elect to nominate an Assistant Coach for Short Track or Long Track. In order to identify any potential candidates prior to the deadline for submitting US Speedskating's Long List, qualified applicants should submit their expression of interest letter along with their resume to the US Speedskating High Performance Director (sdomer@usspeedskating.org) by no later than August 31st, 2021.

Administrative Personnel: Administrative personnel positions will be filled by US Speedskating staff or contracted staff and appointed by the US Speedskating Executive Director.

Technical Support Services Personnel: Technical Staff will be US Speedskating staff or contracted staff appointed by the US Speedskating Executive Director.

Medical Personnel: These professional medical staff will be Candidates who already have experience working with USS or as a volunteer with USOPC Sports Medicine and who have had positive reviews of their skills according to the athletes and sports staff will be considered. USS will not solicit applications or require candidates to express interest for Medical Personnel 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.

4. Describe the removal of Games Staff:

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

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the US Speedskating Executive Director.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by US Speedskating. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by US Speedskating, 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 US Speedskating's Code of Conduct [Membership Registration \(teamusa.org\)](http://teamusa.org)
- 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 US Speedskating's 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 and be selected through the same process as outlined in Sections 3 and 6.

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

The US Speedskating Executive Director will make the final approval for all employee/contractor's nominations.

If US Speedskating is nominating an individual for an Assistant Coach position, then the applications will be reviewed and then selections will be made/approved by:

- US Speedskating Executive Director
- US Speedskating High Performance Director
- Athlete Representative (designated by the USS Athlete Advisory Council)

For Medical Personnel, the US Speedskating Medical Commission will review the pool of eligible candidates and recommend the individuals who best meet the needs of the 2022 U.S. Olympic Team as defined in Sections 2 and 3. Recommendations will be brought forward to the US

Speedskating Executive Director, the USS Medical Manager and an athlete representative (designated by the USS Athlete Advisory Council) for 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, US Speedskating Board or Ethics Committee, as appropriate, shall determine if a conflict exists.

8. Date of Nomination:

Games Staff Nomination with the Staff nominee’s name, including the name of a replacement (if applicable), will be submitted to the USOPC on or before:

October 6, 2021 – for US Speedskating Games Staff positions

9. Publicity/Distribution of Procedures:

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

9.1. Web site: [Rules and Regulations \(teamusa.org\)](http://Rules and Regulations (teamusa.org))

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 Speedskating Executive Director	Ted Morris		08-24-21
USOC Athletes' Advisory Council Representative*	Brian Hansen		08-24-21

* 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, 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.