

**USA PENTATHLON
GAMES STAFF SELECTION PROCEDURES
2018 YOUTH OLYMPIC GAMES
9/21/2017**

These procedures provide for selection of the USA Pentathlon **Games Staff** (Team Leader / Coach) for the 2018 Youth Olympic Games. Accreditation allocation is not guaranteed and will be based on final USOC credential allocation and overall team size.

1. What are the USAP's criteria for the Team Leader/Coach or Team Leader and Coach position(s) (attach a job description, if any)?

Team Leader/Coach must:

- 1.1. Successfully pass the National Center for Safety Initiatives' (NCSI) background screen in accordance with the current USOC Games Background Check Policy prior to nomination.
 - 1.1.1. 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 and/or USOC.
- 1.2. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- 1.3. Have the ability to work effectively with the USOC.
- 1.4. Have strong administrative, communication and organizational capabilities/skills.
- 1.5. Be responsible for Team's adherence to all rules regarding discipline at the Games.
- 1.6. Be available for entire duration of the Games.
- 1.7. Participate in the cultural and education program, as requested.
- 1.8. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 1.9. Successfully complete the USOC's safe sport awareness training and education program
- 1.10. Possess a Level 2 USAP Coaches Certification or possess a UIPM rating as a coach or international judge or be grandfathered thru having demonstrated experience as a head coach at a UIPM Level 1 or 2 events in the last 4 years.
 - 1.10.1. A USAP coach who doesn't match the Level 2 requirements, must have attended AT LEAST 2 international UIPM level 1, 2, or 3 events as assistant coach in previous 48 months (from date of competition applied for).
- 1.11. Demonstrate exemplary knowledge of all Pentathlon disciplines.

- 1.12. Have current knowledge and experience coaching those athletes eligible to participate at the Youth Olympic Games Qualification Process.
- 1.13. Coached at 2017-2018 Youth Training Camp and Nationals.
- 1.14. Have thorough knowledge and understanding of the IF rules and regulations governing the sport of Pentathlon.
- 1.15. Have proven ability to establish harmonious relationships with athletes and other Team personnel

In addition to criteria 1.1. through 1.15. above, Team Leader must:

- 1.16. Fulfill all duties and requirements of the USOC including attendance at USOC Games related meetings.
- 1.17. Have the NGB's approval to make financial decisions regarding the Team.

In addition to criteria 1.1. through 1.17. above, Coach(es) must:

- 1.18. Have proven ability coaching athletes who are YOG age-eligible at the international level.
- 1.19. Possess specific technical and tactical knowledge of the sport, including knowledge and understanding of the IF rules and regulations governing the sport.

2. How will the USAP make known the Staff position(s) and/or application process?

USA Pentathlon will not solicit applications for the Games Staff position. The Games Staff position will be filled by a current USA Pentathlon employee and/or contractor/coach based on who best meets the criteria listed in #1 above.

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

USA Pentathlon will not solicit applications for the Games Staff position. The Games Staff position will be filled by a current USA Pentathlon employee and/or contractor/coach based on who best meets the criteria listed in #1 above. Staff selection will be made by the Managing Director.

4. Describe the removal of Games Staff:

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

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the NGB Managing Director/CEO/President.

- 4.2. Injury or illness as certified by a physician (or medical staff) approved by the NGB. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the NGB, 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 USA Pentathlon's Code of Conduct (Attachment A).
Note: If the NGB has its own Code of Conduct for Games Staff, please include that document as an attachment; if not, please remove the reference to an attachment (in red) in item 4.4 above. Please note that the USOC strongly encourages NGBs to have a Code of Conduct for Games Staff.

Once the Games Staff nomination(s) is/are accepted by the USOC, the USOC has jurisdiction over the Games Staff, at which time, in addition to any applicable NGB Code of Conduct, the USOC's Code of Conduct and Grievance Procedures apply.

The USOC's Code of Conduct and Grievance Procedures can be found at:

<http://www.teamusa.org/Athlete-Resources/Athlete-Ombudsman/Resources/Code-of-Conduct>

<http://www.teamusa.org/Footer/Legal/Governance-Documents>

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 criteria listed in #1 above and, if applicable, come from the pool of candidates described in #3 above.

6. Conflict of Interest:

Any individual who is being considered for the Games Staff position(s) or has any other conflict of interest and is involved in the selection process must disclose this information, recuse him or herself and not influence others regarding the discussions, meetings or decisions involving selection of the Games Staff position(s).

7. Date of Nomination:



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

| July 6, 2018

8. Publicity/Distribution of Procedures:

The USOC approved selection procedures (complete and unaltered) will be posted/published by the USA Pentathlon in the following locations:

- 8.1. Web site: www.usapentathlon.org
 These procedures will be posted as soon as possible, but not more than five days following notice of approval by the USOC.
- 8.2. Other (if any):

Position	Print Name	Signature	Date
NGB President or CEO/Executive Director	Rob Stull		01/25/2018
USOC Athletes' Advisory Council Representative*	Monica Rowland		01/25/2018

* If the USOC 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 USOC AAC Representative, the NGB must designate an athlete from that sport to review and sign the Selection Procedures.

USA Pentathlon Code of Conduct

Coach PLEDGE

I pledge to uphold the spirit of the USA Pentathlon Code of Conduct (the “Code”), which offers a guide to my conduct as a member of the USA National Team (the “Team”). I acknowledge that I have a right to a hearing if my opportunity to participate is denied or if I am charged with a violation of this Code.

I have familiarized myself with the Code and understand that acceptance of its provisions is a condition of my selection to the Team.

As a Member of the Team, I hereby promise and agree that I:

- will abide by all published rules related to the Team selection procedures as approved by USA Pentathlon;
- have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct;
- will maintain a level of fitness and readiness that will permit my performance to be at the maximum of my abilities;
- will submit to a physical examination by USA Pentathlon medical personnel if my ability to participate is compromised due to physical injury and I understand that such injury may be cause for my not being selected to the Team, being removed from the Team, or not being allowed to participate if I remain on the Team.
- will not commit a doping violation as defined by the International Olympic Committee (IOC), World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), the United States Olympic Committee (USOC) or the Union International de Pentathlon Moderne (UIPM) rules;
- am not currently serving a doping violation and/or do not have a pending or unresolved doping charge;
- will not engage in any conduct that is criminal under any laws applicable to me, including, but not limited to laws governing the possession and use of drugs and alcohol and providing of drugs to any person and of alcohol to minors;
- will not participate or assist in any gambling or betting activities associated with any event related to my sport or my participation;
- am eligible to participate under the rules of Union International de Pentathlon Moderne;

- am in possession of a valid USA passport, that will not expire prior to six months following the conclusion of the international competition, should I be chosen for an international team that requires a passport;
- will refrain from conduct detracting from my ability or that of my Team to attain peak performance;
- will respect the property of others whether personal or public;
- will respect members of my Team, other teams, spectators and officials, and engage in no form of discriminatory behavior or verbal, physical or sexual harassment or abuse;
- will do my best to create and adhere to a “safe sport” environment, and will in no way engage in or permit any activity to occur which may compromise a safe-sport environment for USA Pentathlon athletes.
- will follow my Team’s written rules, including by way of example, rules regarding curfew, required attendance at team meetings, consumption of alcoholic beverages and prohibitions on the release of confidential team information;
- am aware that USA Pentathlon sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, I will wear designated USA Pentathlon apparel at all official Team functions and events;
- will not conceal or cover-up any USA Pentathlon sponsor, supplier or licensee brand or other identification appearing on my USA Pentathlon apparel;
- will abide by the rules of the Union International de Pentathlon Moderne concerning allowable trademark identification on clothing and equipment worn or used in competition or on visible body tattoos.
- agree to be filmed and photographed by the official photographer(s) and network(s) of USA Pentathlon under conditions authorized by USA Pentathlon and give event organizers and USA Pentathlon the right to use my name, picture, likeness, and biographical information before, during and after the period of my participation in these activities to promote the activity in which I participate or to promote the success of the team on which I compete; in no event may USA Pentathlon or the event organizers use or authorize the use of my name, picture, likeness, voice and biographical information for the purpose of trade, including any use in a manner that would imply an endorsement of any company, product, or service, without my written permission;
- will not use or authorize the use of photographs, films or videos of myself in my USA Pentathlon apparel or equipment or the use of the USA Pentathlon logo for the purpose of trade, without the prior written consent of USA Pentathlon;
- will attempt to participate in media activities if compatible with my schedule when requested by USA Pentathlon;

- understand that if I require legal representation because of I am accused of a doping violation or am accused of criminal misconduct, or if for any other reasons I require the services of an attorney, I will be personally responsible for payment of such legal fees and expenses;
- will act in a way that will bring respect and honor to myself, my Team, USA Pentathlon and the United States; and
- will remember that at all times I am an ambassador for my sport, my country and the Olympic Movement.

PARTICIPANTS' AFFIRMATION

I have read and accept this Code of Conduct. I agree to the rules, guidelines, jurisdiction and procedures stated in these documents as a condition of being selected to participate as a member of the Team.

Signature

Date

Print Name