

UNITED STATES SKI MOUNTAINEERING ASSOCIATION
GAMES STAFF SELECTION PROCEDURES
2020 YOUTH OLYMPIC GAMES
Creation Date: May 3rd, 2019

These procedures provide for selection of United States Ski Mountaineering Association (USSMA) Games Staff for the 2020 Youth Olympic Games. The USSMA has identified three Games Staff positions. Based on credential allocation and overall team size the USOC has allocated the USSMA one Primary Team Official accreditation (includes airfare, bed and meals in the Village). The USSMA will request two Additional Team Official (ATO) accreditations to accommodate the three staff positions. Responsibility of payment for allocated accreditations will be determined by the USSMA.

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

| USOC Role Name - (Games Function) | Responsibility |
|--|---|
| Team Leader | USSMA main point of contact with USOC, ISMF, and IOC. Final decision maker for USSMA. Logistics and planning for athletes, and staff. |
| Coach | Coach athletes. Facilitate athlete organization, preparedness and execution of competitions. |
| Gear Manager / Ski Tech | Management of all gear to include preparation, tuning, and repair. Assist the Team Leader and Coach as requested. |

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

USSMA's Games Staff must:

- 2.1 Successfully pass the National Center for Safety Initiatives' (NCSI) background screen in accordance with the current USOC Games Background Check Policy prior to nomination.
 - 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 USSMA and/or USOC.
- 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 USOC.
- 2.4 Have strong administrative, communication and organizational capabilities/skills.
- 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 USOC including attendance at USOC Games related meetings.
- 2.7 Be available for entire duration of the Games.
- 2.8 Have USSMA's approval to make financial decisions regarding the Team.
- 2.9 Possess high level, specific technical and tactical knowledge of the sport.

- 2.10 Have thorough knowledge and understanding of the IF rules and regulations governing the sport.
- 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 USSMA 's Long List and must have successfully completed all Games Registration requirements by stated deadline.
- 2.14 Participate in USADA training as required for position
- 2.15 Successfully complete the USOC's safe sport awareness training and education program.
- 2.16 Other criteria as determined by USSMA for the position(s) listed above.

Candidates must meet the following additional requirements specific to each staff position:

Team Leader

- Have experience and knowledge of the USSMA and have participated on the board or chaired a committee in the past.
- Have the ability to act as the authority of the USSMA to make decisions for the association.
- Experience working with the ISMF and USOC.
- Past experience and involvement as a team lead of the USSMA for ISMF sanctioned events.
- Has demonstrated the ability to effectively communicate with people and organize tasks.
- Be available to attend the YOG's.

Coach

- Have experience and knowledge of the USSMA organization, having preferably participated on the board or committees in the past.
- Have the in-depth knowledge of all aspects of ski mountaineering racing.
- Have experience coaching ski mountaineering athletes at the highest level. European coaching experience preferred.
- Have some level of relevant credentials and/or experience, such as: education, coaching, certificates, and training.
- Past experience and involvement as a team coach of the USSMA for ISMF sanctioned events.
- Be available to attend the YOG's.

Gear Manager / Ski Tech

- Have experience and knowledge of the USSMA organization.
- Have experience and knowledge of all aspects of ski mountaineering racing.
- Have experience with all ski mountaineering gear and the ability to manage the preparation, tuning and repair of all equipment.
- Past experience and involvement as a gear manager / ski tech of the USSMA for ISMF sanctioned events.
- Be available to attend the YOG's.

3. Describe the process that candidates shall follow to express interest in being considered for a Games Staff position, in each category below:

An email will be sent by June 30th, to all members and people that have signed up for the USSMA newsletter, to solicit staff member candidates. The positions will also be posted at USSMA.org. The email will include a link to the USSMA website (<https://ussma.org/youth-olympic-games-team-selection/>) where the staff selection document will be posted. The document will include the candidate requirements and instruction to respond with a resume and cover letter presenting their experience and knowledge showing they meet the requirements. Interested candidates must respond to the YOG committee by email (sent to USSMA.YOGC@gmail.com) to the solicitation and will have 1 week (7 days) to respond to the USSMA YOG committee expressing interest to be considered.

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

Identifying the staff candidate pool and process for selection:

Team Leader, Coach, Gear Manager / Ski Tech:

- Interested candidates will need to express interest to the USSMA YOG committee (through the process in 3, above) and include a resume and cover letter providing appropriate information showing they meet the requirements.
- The USSMA YOG committee will review all candidates submitted material and discuss and compare the candidate qualifications of requirements.
- The USSMA YOG committee will then vote on who they would like to select for the positions. A majority vote of the members will be necessary to select each staff member position. If there is a conflict of interest of a voting member (e.g. if they are a candidate) they will abstain from voting.

USSMA YOG Committee:

Ram Mikulas - USSMA President

Joe Howdyshell - USSMA National Team Head Coach

Kerry Hanes - USSMA YOG Committee Chair

Rory Kelly - USSMA National Team Athlete

Sarah Cookler - USSMA National Team Athlete

Matt Tomasko - Executive Director Eldora Mountain Ski Club

Kurt Perham - Owner PBM Coaching

5. Describe the removal of Games Staff:

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

5.1 Voluntary withdrawal. Games Staff nominee must submit a written letter to the USSMA President.

- 5.2 Injury or illness as certified by a physician (or medical staff) approved by USSMA. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the USSMA, 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 USOC Code of Conduct (Attachment A).

Once the Games Staff nomination(s) is accepted by the USOC, the USOC has jurisdiction over the Games Staff, at which time, the USOC's Games Forms apply. The USOC's Games Forms are available as part of Games Registration prior to the respective Games.

6. 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 4.

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

USSMA YOG Committee:

Ram Mikulas - USSMA President

Joe Howdyshell - USSMA National Team Head Coach

Kerry Hanes - USSMA YOG Committee Chair

Rory Kelly - USSMA National Team Athlete

Sarah Cookler - USSMA National Team Athlete

Matt Tomasko - Executive Director Eldora Mountain Ski Club

Kurt Perham - Owner PBM Coaching

8. 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 USSMA Board of Directors, as appropriate, shall determine if a conflict exists.

9. 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: November 29, 2019

10. Publicity/Distribution of Procedures:

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

10.1 Web site: <https://ussma.org/>

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

| Position | Print Name | Signature | Date |
|--|-------------------|---|-------------|
| USSMA President | Ram Mikulas |  | 05/28/2019 |
| USSMA Athlete Advisory Committee Chair | Milan Kubala |  | 05/28/2019 |