

**U.S. Paralympics**  
**TEAM LEADER SELECTION PROCEDURES**  
**2011 Parapan American Games**  
**CYCLING**  
**October 27, 2010**

These procedures provide for selection of U.S. Paralympics Team Leader for the 2011 Parapan American Games. However, accreditation allocation is not guaranteed and will be based on final USOC credential allocation and overall team size.

1. What are the NGB's/PSO's criteria for Team Leader position (attach a job description, if any)?

Team Leader must:

- i. Successfully pass a USOC approved background check.
  - ii. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
  - iii. Have the ability to work effectively with the USOC.
  - iv. Have strong administrative, communication and organizational capabilities/skills.
  - v. Be responsible for Team's adherence to all rules regarding discipline at the Games.
  - vi. Fulfill all duties and requirements of the USOC including attendance at USOC Games related meetings.
  - vii. Be available for entire duration of the Games.
  - viii. Have the NGB's/PSO's approval to make financial decisions regarding the Team.
  - ix. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
  - x. Previous cycling administration skills.
  - xi. Preferably previous team leader experience at major international cycling competitions (World Cups, World Championships, or Paralympic Games).
  - xii. Knowledge of U.S. Paralympics Cycling.
  - xiii. Knowledge of Union Cycliste Internationale ("UCI") Rules and Classification process.
  - xiv. Ability to interact with coaching staff, athletes, U.S. Paralympics and USOC Administration, and UCI personnel.
2. How will the NGB/PSO make known the Team Leader position and/or application process?

U.S. Paralympics will publicize and post the Team Leader position and selection procedures at [www.usparalympics.org](http://www.usparalympics.org). U.S. Paralympics will not solicit applications, as there are individuals already identified who have worked with the team in the past in similar capacities and who meet the criteria stated above.

3. Describe the intended method of:

A. Identifying the pool of candidates to be considered for Team Leader position:

The pool of candidates will be limited to: USOC and NGB staff meeting the pre-requisites (with emphasis on, but not limited to those staff regularly working with the Paralympic sport); associated sport organization staff who meet the prerequisites and who regularly work with the relevant sport; and contractors/volunteers who meet the pre-requisites with experience during the present quadrennial.

B. Selecting the candidate(s) who best fits the job description for Team Leader:

The High Performance Director, U.S. Paralympics Cycling will review the qualifications of the individuals identified for the Cycling Team Leader position and make a final recommendation to the Chief of U.S. Paralympics and an athlete representative.

4. Describe the removal of Team Leader:

An individual who is to be nominated as the Team Leader by the NGB/PSO may be removed as a nominee for any of the following reasons, as determined by the NGB/PSO.

- Voluntary withdrawal. Team Leader nominee must submit a written letter to the NGB/PSO CEO/Executive Director.
- Injury or illness as certified by an approved NGB/PSO physician (or medical staff). If the individual refuses verification of his/her illness or injury by an approved NGB/PSO physician (or medical staff), his/her injury will be assumed to be disabling and he/she may be removed.
- Violation of the NGB's/PSO's Code of Conduct. (Attachment A)

Once a Team Leader nomination is accepted by the USOC, the Team Leader is subject to the USOC Code of Conduct and Grievance Procedures.

5. Describe the replacement of Team Leader:

In the event that the Nominated Team Leader is unable to perform the duties of Team Leader, 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.

6. Which group/committee will make the final:

A. Recommendation of the Team Leader?

Craig Griffin, High Performance Director, U.S. Paralympics Cycling

B. Approval for the Team Leader?

Charlie Huebner, Chief of U.S. Paralympics and an athlete representative

7. Conflict of Interest:

An individual who is being considered for the Team Leader position and who is involved in the selection process shall recuse him or herself from any discussion or decision involving selection of the Team Leader.

8. Publicity/Distribution of Procedures:


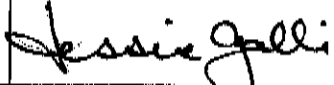
The USOC approved selection procedures (complete and unaltered) will be posted/published by the NGB/PSO in the following locations and will include the USOC approval date:

A. Web site: [www.usparalympics.org](http://www.usparalympics.org)

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

B. Official Publication (if any): N/A

C. Other: N/A

Position	Print Name	Signature	Date
NGB/PSO President or CEO/Executive Director	Charlie Huebner		October 29, 2010
USOC Athletes' Advisory Council Representative*	Jessica Galli		11/4/10

\*If 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.

## ATTACHMENT A

**UNITED STATES OLYMPIC COMMITTEE  
CODE OF CONDUCT  
FOR  
U.S. PARALYMPIC NATIONAL TEAMS  
AND  
U.S. PARALYMPIC PROGRAMS**

*March 3, 2006*

### **ATHLETE PLEDGE AND AGREEMENT**

I pledge to uphold the spirit of this Code of Conduct (the “Code”), which offers a guide to my conduct as a member of a U.S. Paralympics National Team or a U.S. Paralympics Team to international competition (the “Team”). This Code applies to those Paralympic sports in which the USOC has not recognized a National Governing Body or a Paralympic Sport Organization to govern the sport. I acknowledge that I have a right to a hearing if my opportunity to compete 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 membership on the Team.

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

- will abide by all rules related to the Team selection procedures as approved by the USOC;
- 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 competitive readiness that will permit my performance to be at the maximum of my abilities;
- will submit to a physical examination by USOC medical personnel if my ability to compete is compromised due to physical injury, illness or incapacity and I understand that such physical injury, illness or incapacity 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 World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), the International Paralympic Committee (IPC) or USOC 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;
- am eligible to compete under the rules of the IPC and its pertinent committees, and its pertinent member organizations and under the rules of the USOC;
- will refrain from conduct detracting from my ability or that of my teammates 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 nor in any form of verbal, physical or sexual harassment or abuse;
- will follow the Team rules, whether set by Team leadership or adopted by consensus, including by way of example, rules regarding curfew and required attendance at Team meetings;
- agree to wear the uniforms approved by the USOC at official activities sponsored by the USOC as directed by USOC Paralympics Division staff, and I agree to compete in the USOC-approved Team uniform, where such a uniform is provided, in competitions at which I am supported by the USOC through its Paralympics Division. I agree to wear the names and logos of USOC Paralympic Team sponsors, suppliers and licensees on Team competition wear, other uniforms and casual wear as provided by the USOC through its Paralympics Division. I agree to not alter any Team uniform, either by removing or obstructing the names or logos of USOC Paralympic Team sponsors, suppliers and licensees or by adding patches, stickers, or other means of displaying unauthorized names, logos or messages;
- agree to not demean or defame the USOC or its sponsors, their names, logos, marks, products or services. I acknowledge that endorsing and supporting USOC Paralympic Team sponsors through my actions and words reflects well on the team and on those supporting the team.
- agree to be filmed, videotaped and photographed, and to have my image and voice otherwise recorded, in any media, during the any event I am attending under the auspices of the USOC, by the USOC's official photographer(s), film crew(s) and video

crew(s), and by any other entity authorized by the USOC, under the conditions specified by the USOC. I hereby grant the USOC the irrevocable, perpetual, fully paid-up, worldwide right and license to use, and to authorize third parties to use, in all media, my name, picture, likeness, voice and biographical information for: (1) news and information purposes, (2) promotion of the Paralympic movement and the specific competition(s) in which I compete, (3) promotion of the Team, and (4) promotion of the USOC; in no event may the USOC 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 USOC or Paralympic Team apparel or equipment or the use of any USOC logo (including, without limitation, any Paralympic logo) for the purpose of trade, promotion, fund raising or on merchandise, without the prior written consent of the USOC;
- will act in a way that will bring respect and honor to myself, my teammates, the Team, the UOSC, and the United States; and
- will remember that at all times I am an ambassador for my sport, my country and the Paralympic Movement.

#### **ATHLETE OMBUDSMAN**

I may contact the USOC Athlete Ombudsman, toll free at 888.ATHLETE (888.284.5383), [John.Ruger@usoc.org](mailto:John.Ruger@usoc.org) or [www.888athlete.org](http://www.888athlete.org) for further information regarding my rights under this Code that are not answered by US Paralympics.

#### **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 a member of the Team.

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Signature

Date

<p style="text-align: center;"><b>PARENT/GUARDIAN CERTIFICATION</b> <b>(For Participants Under the Age of 18 as of Date of Signature)</b></p>
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Signature

Date

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Relationship (Parent or Guardian)