

**USA HOCKEY**  
**TEAM LEADER SELECTION PROCEDURES**  
**2018 PARALYMPIC WINTER GAMES**  
**PARA ICE HOCKEY**  
**7/6/2017**

These procedures provide for selection of USA Hockey's Team Leader for the 2018 Paralympic Winter Games. However, accreditation allocation is not guaranteed and will be based on final USOC credential allocation and overall team size.

1. What are USA Hockey's criteria for Team Leader position (attach a job description, if any)?

Team Leader 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 USA Hockey 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. Fulfill all duties and requirements of the USOC including attendance at USOC Games related meetings.
- 1.7. Be available for entire duration of the Games.
- 1.8. Have USA Hockey's approval to make financial decisions regarding the Team.
- 1.9. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 1.10. The below qualifications are also considered necessary:
  - Hockey Administration Skills
  - International Experience
  - Previous Team Leader experience at major international tournaments (World Championships, Paralympics)
  - Knowledge of USA Hockey

- Ability to positively interact with coaching staff, players, USA Hockey and USOC Administration
2. Describe the process that candidates should follow to express interest in being considered for the Team Leader position:

USA Hockey will not publicize or post the team leader position as there is already an individual, based on the criteria described above, who meets this criteria and who has been identified for this position.

3. Describe the intended method of identifying the pool and selecting the candidates to be considered for the Team Leader position:

Candidate has been identified through their role as a USA Hockey staff member and as a previous USA Sled Hockey Team Leader. This individual meets the prerequisites as listed above in Section 1.

4. Describe the removal of Team Leader:

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

- 4.1. Voluntary withdrawal. Team Leader nominee must submit a written letter to USA Hockey's Executive Director/CEO/President.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by USA Hockey. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by USA Hockey, 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 USA Hockey's Code of Conduct (Attachment A)

Once a Team Leader nomination is accepted by the USOC, the USOC has jurisdiction over the Team Leader, at which time, in addition to any applicable USA Hockey 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://www2.teamusa.org/For-Athletes/Athlete-Ombudsman/Games-Information.aspx>.

5. Describe the replacement of Team Leader:

In the event that the Nominated Team Leader is unable to perform the duties of Team Leader due to 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. Which group/committee will make the final approval of the Team Leader?

USA Hockey Executive Director  
USA Hockey Vice-President International Council Chairman  
Team General Manager  
Athlete Representative

7. Conflict of Interest:

Any individual who is being considered for the Team Leader position 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 Team Leader.

8. Date of Nomination:

The Games Staff Nomination Form with the Team Leader nominee's name, including the name of a replacement (if applicable), will be submitted to the USOC on or before: July 18, 2017

9. Publicity/Distribution of Procedures:

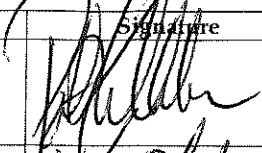
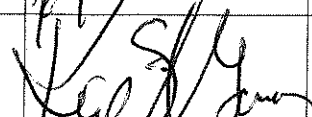
The USOC approved selection procedures (complete and unaltered) will be posted/published by USA Hockey in the following locations:

- 9.1. Web site: [www.usahockey.com](http://www.usahockey.com)

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

- 9.2. Other (if any):

None

Position	Print Name	Signature	Date
NGB/PSO/HPMO President or CEO/Executive Director	Pat Kelleher		7-6-17
USOC Athletes' Advisory Council Representative*	Kip St, Germaine		7-6-17

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

## **Attachment A**

### **Code of Conduct**

#### **TEAM LEADER PLEDGE**

I pledge to uphold the spirit of the USA Hockey Code of Conduct (the “Code”), which offers a guide to my conduct as a staff member of the USA National Team (the “Team”). 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 selection to the Team.

As a Staff 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 Hockey;
- have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct;
- 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;
- should I be chosen for an international team that requires a passport, I am in possession of a valid USA passport, that will not expire prior to six months following the conclusion of the international competition;
- will refrain from conduct detracting from my ability or that of the 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 follow my Team’s written rules, including by way of example, written rules regarding curfew, required attendance at team meetings and prohibitions on the release of confidential team information;

- am aware that USA Hockey sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, I will wear designated USA Hockey apparel at all official Team functions and events;
- will abide by the rules of the IIHF 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 Hockey under conditions authorized by USA Hockey and give event organizers and USA Hockey 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 Hockey 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 Hockey apparel or equipment or the use of the USA Hockey logo for the purpose of trade, without the prior written consent of USA Hockey;
- understand that if I require legal representation because of I 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 Hockey and the United States; and
- will remember that at all times I am an ambassador for my sport, my country and the Olympic Movement.

#### OMBUDSMAN

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

#### 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

NGB Name Sport