

**USA HOCKEY
GAMES STAFF SELECTION PROCEDURES
2024 WINTER YOUTH OLYMPIC GAMES
MEN'S ICE HOCKEY
JULY 27, 2023**

These procedures provide for selection of USA Hockey's Games Staff [see following table for a list of positions] for the 2024 Winter Youth Olympic 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 USA Hockey.

1. Describe the specific Games Staff position(s) that the NGB/HPMO is requesting.

Games Staff Role	Responsibility
Manager, International Hockey	Serves as management of team and staff. Serve as primary point of contact and liaison between the USOPC and USA Hockey before, during and after the Games.
Team Leader	Serve as secondary point of contact and liaison between the USOPC and USA Hockey during the Games.
Coaches	Prepare athletes/teams for success on the field of play.
Medical (e.g., ATC, Physician)	Provide appropriate medical care to the athletes.
Administrative Personnel (e.g., Team Manager, Player Personnel/Scouting Staff, Equipment Manager and other non-medical performance staff)	Provide appropriate support to the athletes and team needs.

2. What are USA Hockey's criteria for the above-listed Games Staff position(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 USA Hockey and/or the USOPC.
- 2.2. Be a registered member of USA Hockey in good standing.
- 2.3. Possess a valid passport that does not expire until at least six months after the conclusion of the Games.
- 2.4. Have the ability to work effectively with the USOPC.
- 2.5. Have strong administrative, communication and organizational capabilities/skills as applicable for the specific role.
- 2.6. Be responsible for Team's adherence to all rules regarding discipline at the Games.
- 2.7. Fulfill all duties and requirements of the USOPC including attendance at USOPC Games related meetings, as applicable.
- 2.8. Be available for entire duration of the Games.
- 2.9. Have USA Hockey's approval prior to making financial decisions regarding the Team.
- 2.10. Possess high level, specific technical and tactical knowledge of the sport as needed for the specific role, including appropriate experience and/or certifications relative to the position/area of expertise for which they may be nominated.
- 2.11. Have thorough knowledge and understanding of the IF rules and regulations governing the sport as needed for the specific role.
- 2.12. Demonstrate ability to establish harmonious relationships with athletes and other Team personnel.

- 2.13. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
- 2.14. Be a current USA Hockey staff member, contractor, or previous contractor and listed on USA Hockey's Long List.
- 2.15. Successfully complete all Games Registration requirements by stated deadlines.
- 2.16. Participate in the appropriate anti-doping training as required for the Games Staff position by stated deadline.
- 2.17. Successfully complete the appropriate U.S. Center for SafeSport's online training module(s) by stated deadline.
- 2.18. Other criteria as determined by USA Hockey for the position(s) listed above.

Coaches - Professionals with a proven history of high level sport specific technical and tactical knowledge of the sport and a thorough knowledge and understanding of the International Ice Hockey Federation (IIHF) rules and regulations governing the sport. USA Hockey coaches must have previous experience and proven ability coaching teams at national, international and or professional levels and the ability to establish positive and harmonious relationships with athletes and other team personnel.

Equipment Manager – Professional with past expertise in the hockey equipment business and a proven performance specifically with past USA Hockey teams at both professional and international levels.

Medical Personnel – Professionals with all certified requirements (as determined by USOPC medical staff) along with past experience and proven performance.

In addition, Team Leader must:

- 2.19. Fulfill all duties and requirements of the USOPC including attendance at all USOPC Games related meetings.
- 2.20. Have USA Hockey's approval to make financial decisions regarding the team.
- 2.21. Have previous experience managing hockey teams.

In addition, Medical Personnel must:

- 2.22. Possess the appropriate professional certifications.
- 2.23. 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).
- 2.24. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine. (www.teamusa.org/medicalvolunteer)
- 2.25. Complete the mandatory Games training prior to the Games.
- 2.26. Be approved for nomination through the USOPC's Sports Medicine Division.
- 2.27. 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.

In addition, Coaches must:

- 2.28. Have proven ability coaching athletes who are age eligible for the Winter Youth Olympic Games at the International Level.
- 2.29. Possess a high level of specific technical and tactical knowledge of the sport, including knowledge and understanding of the IIHF rules and regulations governing the sport of hockey.
- 2.30. Have proven ability to establish harmonious relationships with athletes and other personnel.

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

USA Hockey will not publicize or post positions as there are already individuals, based on criteria above, who meet the criteria and who have been identified for these positions based on their background and history in working with USA Hockey and their teams.

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

USA Hockey will not publicize or post positions as there are already individuals, based on criteria above, who meet the criteria and who have been identified for these positions based on their background and history in working with USA Hockey and their teams.

5. Describe the removal of Games Staff:

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

- 5.1 Voluntary withdrawal. Games Staff nominee must submit a written letter to the USA Hockey Executive Director.
- 5.2 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.
- 5.3 Inability to perform the duties required.
- 5.4 Violation of USA Hockey's Code of Conduct.
- 5.5 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 NGB/HPMO 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.

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)?

USA Hockey Executive Director
USA Hockey Assistant Executive Director, Hockey Operations
USA Hockey Athlete Representative

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, USA Hockey's Board or Ethics Committee, as appropriate, shall determine if a conflict exists.

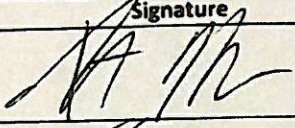

9. Date of Nomination:

Nominations of Games Staff, including the names of any replacements (if applicable), will be submitted to the USOPC on or before October 1, 2023.

10. Publicity/Distribution of Procedures:

Selection procedures (complete and unaltered) will be posted/published by USA Hockey in the following location:

10.1. Web site: www.usahockey.com

Position	Print Name	Signature	Date
NGB/HPMO President or CEO/Executive Director	Pat Kelleher		7.27.23
USOPC Athletes' Advisory Council Representative*	Taylor Lipsett		7/28/23

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