

~~U.S. PARALYMPICS~~
BOCCIA BOCCIA UNITED STATES GAMES
STAFF SELECTION PROCEDURES
2023 PARAPAN AMERICAN GAMES
7 OCTOBER 2022
AMENDMENT #1: 9 May 2023

These procedures provide for selection of the ~~U.S. Paralympics Boccia~~ Boccia United States Games Staff [see following table for a list of positions] for the 2023 Parapan American 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 ~~U.S Paralympics Boccia~~ Boccia United States.

1. List of specific Games Staff position(s) that the NGB/PSO is requesting:

Games Staff Role	Responsibility
Team Leader (1)	Serve as primary point of contact and liaison between the USOPC and U.S. Paralympics Boccia <u>Boccia United States</u> before, during and after the Games.
Assistant Team Leader (1)	Assist with all Team administration, assist the Team Leader with logistics, discipline and Games requirements, assist and support athletes where applicable.
Head Coach (1)	Lead team staff and prepare and support athletes for success on the field of play.
Division Coach (1)	Prepare athletes/teams for success on the field of play.
Team Support Staff focused on athlete accessibility needs (i.e., personal care assistants – as needed depending on team make up)	Provide customized support for athletes as required (i.e., supervision, wayfinding, help with everyday care and/or activities of daily living).

2. NGB’s/PSO’s criteria for the above-listed Games Staff position(s) (attach a job description, if any):

All 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 the NGB/PSO and/or the USOPC.
- 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 USOPC.

- 2.4. Have strong administrative, communication and organizational capabilities/skills as applicable for the specific role.
- 2.5. Be responsible for Team's adherence to all rules regarding personal conduct at the Games.
- 2.6. Fulfill all duties and requirements of the USOPC including attendance at USOPC Games related meetings, as applicable.
- 2.7. Be available for entire duration of the Games, if requested.
- 2.8. Have ~~U.S. Paralympics Boccia's~~Boccia United States' approval prior to making any financial decisions regarding the Team.
- 2.9. Possess high level, specific technical and tactical knowledge of the sport as needed for the specific role.
- 2.10. Have thorough knowledge and understanding of the IF rules and regulations governing the sport as needed for the specific role.
- 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 the ~~U.S. Paralympics Boccia~~Boccia United States' Long List.
- 2.14. Successfully complete all Games Registration requirements by stated deadlines.
- 2.15. Participate in the appropriate anti-doping training as required for the Games Staff position by stated deadline.
- 2.16. Successfully complete the appropriate U.S. Center for SafeSport's online training module(s) by stated deadline.
- 2.17. Have demonstrated professionalism measured by:
 - 2.17.1. Exceptional interpersonal and communication skills;
 - 2.17.2. Ability to be an outstanding team player;
 - 2.17.3. Ability to stay positive in stressful situations;
 - 2.17.4. Ability to dilute logistical/emotional stress so that athletes can focus on competition.
- 2.18. Have a thorough knowledge and understanding of:
 - 2.18.1. Boccia terminology;
 - 2.18.2. ~~U.S. Paralympics Boccia~~Boccia United States current athlete and sport program plan;
 - 2.18.3. ~~U.S. Paralympics Boccia~~Boccia United States athlete selection procedures for the assigned team;
 - 2.18.4. U.S. Anti-Doping Agency and IPC Anti-Doping policies and procedures;
 - 2.18.5. World Boccia (BISFed) Rules and Regulations; and
 - 2.18.6. BISFed Classification Rules and Regulations and IPC Classification Code.
- 2.19. Be available for any/all ~~U.S. Paralympics Boccia~~Boccia United States events, camps, etc. hosted for the 2023 Parapan American Games. Staff will be notified at least 30 days prior to scheduled events, camps, etc. in which availability is required. In the event a staff member may not be present at a camp due to travel restrictions or other extenuating circumstances, the staff member must inform the Consultant, ~~U.S. Paralympics Boccia~~Boccia United States via email.

In addition, Team Leader and Assistant Team Leader must:

- 2.20. Have the ability to professionally interact with coaching staff, athletes, ~~U.S. Paralympics Boccia United States~~ staff, USOPC administration and BISFed personnel.
- 2.21. Have previous experience and ability to assist with all team administration, paperwork, logistics, discipline, forms and entries and international competitions requirements.
- 2.22. Represent Team USA at all sport-specific meetings or assign other staff as appropriate to attend.

In addition, Coach(es) must:

- 2.23. Have previous experience and proven ability coaching teams at the national and international level.
- 2.24. Possess the ability to devise and implement a program of training and competition that leads to sustained competitive success.

In addition, Team Support Staff - PCA for athlete accessibility needs (i.e., personal care assistant) must:

- 2.25. Have sport specific expertise working with persons with disabilities.
- 2.26. Have experience working with athletes and coaches in a competition setting.
- 2.27. Be able to assist athletes/disability groups with daily personal care as necessary.
- 2.28. Assist with all aspects of the Team during travel, training, competition and downtime as needed.
- 2.29. Possess appropriate experience and/or professional certifications based on athlete(s) needs.

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

~~U.S. Paralympics Boccia~~Boccia United States will accept applications for the Games Staff position(s) listed ~~above~~below excluding Team Leader. ~~The application will be posted on teamusa.org/boccia by May 1, 2023.~~Interested candidates will apply by submitting their name, qualifications, and a short personal statement (no more than three paragraphs) to Jen Allred, Chief of Programs and Special Projects, via email at jena@lakeshore.org. All interested applicants must apply (see dates listed by position):

Team Leader: the Team Leader position will be filled by the ~~High Performance Consultant, U.S. Paralympics Boccia~~High Performance Consultant, Boccia United States.

Coach(es): applications for Head Coach and Division Coach must be submitted by June 30, 2023.

Team Support Staff - PCA: applications for Team Support Staff - PCA must be submitted by June 30, 2023.

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

~~U.S. Paralympics Boccia~~ Boccia United States will contact individuals with an extensive background and history working in the sport of boccia during the application period to gauge their interest for being considered for a staff position.

Recognizing that a staff is more than the skills brought by its individual members, staff nominations will take into consideration the mix of the full Team staff (experience, rapport with athletes and other staff, international event experience) as well as qualities beyond technical skills and experience that will contribute to Team success.

Coach(es): The Selection Committee will select the candidate(s) who meet(s) all criteria listed in Section 2 and is deemed most capable of leading the Team to success.

Team Support Staff - PCA: The Selection Committee will select the candidate(s) who meet(s) all criteria listed in Section 2 and is deemed most capable of supporting the needs of the athlete(s). The Team Leader will have input on the identification of respective PCA(s).

5. Describe the removal of Games Staff:

An individual who is nominated to the above-listed Games Staff position(s) by ~~U.S. Paralympics Boccia~~ Boccia United States may be removed as a nominee for any of the following reasons, as determined by ~~U.S. Paralympics Boccia~~ Boccia United States.

- 5.1 Voluntary withdrawal. Games Staff nominee must submit a written letter to the ~~Chief of Paralympic Sport~~ Chief of Programs and Special Projects.
- 5.2 Injury or illness as certified by a physician (or medical staff) approved by ~~U.S. Paralympics Boccia~~ Boccia United States. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by ~~U.S. Paralympics Boccia~~ Boccia United States, 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 ~~U.S. Paralympics Code of Conduct~~ [https://www.teamusa.org/Boccia/Resources/Documents Boccia United States Code of Conduct](https://www.teamusa.org/Boccia/Resources/Documents/Boccia%20United%20States%20Code%20of%20Conduct) <https://form.jotform.com/230654082646053>
- 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 ~~U.S. Paralympics Code of Conduct~~, Boccia United States 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. Replacement of Games Staff:

In the event a 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 Section 2 above and be selected through the same process as outlined in Sections 3 and 4.

7. Group/committee that will make the final approval of the Games Staff position(s):

The ~~U.S. Paralympics Boccia~~Boccia United States Selection Committee (Selection Committee) will make the final approval.

~~U.S. Paralympics Boccia High Performance Consultant-
Manager, Para In'tl Relations & Events, U.S. Paralympics-
High Performance Consultant, Boccia United States
Chief of Programs and Special Projects, Lakeshore Foundation~~
Athlete Representative

8. Conflict of Interest:

All individuals involved in the selection process (see Section 7) must comply with the USOPC conflict of interest policy, to include completing and submitting a disclosure form for review by the USOPC ethics team prior to beginning the selection process.

An individual involved in the selection process who has an actual, possible, or perceived conflict of interest must disclose it to the USOPC ethics team prior to the start of the selection process. The USOPC ethics team shall review the disclosure and determine the individual's level of involvement (e.g., whether he/she must recuse him or herself from the review process and/or voting).

Any recused individual shall be replaced in accordance with the USOPC committee appointment process.

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:

Initial appointments for Coach(es) and Team Support Staff: 1 July 2023

Final appointments based on accreditations: 2 October 2023

10. Publicity/Distribution of Procedures:

The USOPC approved selection procedures (complete and unaltered) will be


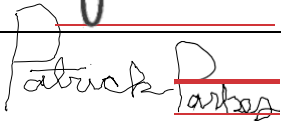
posted/published by the NGB/PSO in the following location(s):

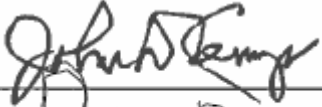
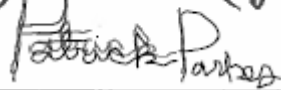
- 10.1. Web site: www.teamusa.org/boccia/selection-procedures and <https://www.lakeshore.org/acivity/boccia-united-states/>

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

- 10.2. Other (if any):

N/A

<u>Position</u>	<u>Print Name</u>	<u>Signature</u>	<u>Date</u>
<u>NGB/PSO President or CEO/Executive Director</u>	<u>Julie Dusliere</u>		<u>10/5/2022</u>
<u>USOPC Athletes' Advisory Council Representative*</u>	<u>Patrick Parkes</u>		<u>10-04-2022</u>

<u>Position</u>	<u>Print Name</u>	<u>Signature</u>	<u>Date</u>
<u>NGB/PSO President or CEO/Executive Director</u>	<u>John D. Kemp</u>		<u>5/11/2023</u>
<u>USOPC Athletes' Advisory Council Representative*</u>	<u>Patrick Parkes</u>		<u>5/18/2023</u>

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