

**U.S. CURLING ASSOCIATION  
TEAM LEADER SELECTION PROCEDURES  
2014 PARALYMPIC WINTER GAMES  
March 20, 2013**

These procedures provide for selection of the U.S. Curling Association, Inc. (USCA) Team Leader for the 2014 Paralympic Winter Games. However, accreditation allocation is not guaranteed and will be based on final U.S. Olympic Committee (USOC) credential allocation and overall team size.

1. What are the USCA's criteria for the 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 the USCA 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 the USCA'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. Have experience and proven ability leading teams at the national and international levels. Candidates should have previous experience at the USCA's highest level of competition, for example, Olympic Games, Paralympic Games, World Championships or World University Games.
- 1.11. Have proven ability to establish harmonious relationships with athletes and other Team personnel.
- 1.12. Have proven ability to handle crisis management situations as well as strong administrative and organizational capabilities/skills.

- 1.13. Have comprehensive knowledge and understanding of the World Curling Federation (WCF) rules and regulations governing the sport.
  - 1.14. Have a proven record of performance in term support roles with the USCA.
  - 1.15. Candidates must be able to correspond capably and in a timely manner, including via email.
2. Describe the process that candidates should follow to express interest in being considered for the Team Leader position:

The Team Leader position will not be publicized or posted as the USCA has a full-time staff member who has been identified to fill this role.

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

A candidate has been identified through his role as a staff member at the USCA.

4. Describe the removal of Team Leader:

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

- 4.1. Voluntary withdrawal. Team Leader nominee must submit a written letter to the USCA Chief Operating Officer (COO).
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by the USCA. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the USCA, 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 the USCA Player/Coach Agreement or the USCA Athlete/Coach Code of Conduct. See current championship rules on the USCA website, [www.usacurl.org](http://www.usacurl.org). An official who is removed from the team pursuant to this provision has the right to a hearing per the USCA's Bylaws (USCA By-Laws, Article 13 (See By-Laws in current championship rules on the USCA website, [www.usacurl.org](http://www.usacurl.org)) or the USOC's Bylaws, Section 9.

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 USCA 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.

The replacement candidate will come from the current Wheelchair Curling High Performance Program staff and be recommended and appointed by the USCA staff. In the event the USCA does not have an available or suitable replacement candidate within the Wheelchair Curling High Performance Program, the COO and the Wheelchair Curling Program National Team Coach will recruit candidates deemed to meet the qualifications in #1, and make their recommendation to the Wheelchair Curling High Performance Program Selection Committee (see below) for final approval.

Recruitment may include one or both of the following:

- Direct recruitment by the COO and/or the Wheelchair Curling Program National Team Coach of qualified candidates who may or may not have served as USCA staff members or independent contractors.
- A targeted invitation to individuals known to have the necessary and desired skills to submit their name and summary of qualifications to the COO and Wheelchair Curling Program National Team Coach for consideration.

USCA Wheelchair Curling High Performance Program Selection Committee:

Derek Brown, Director of High Performance  
Rick Patzke, Chief Operating Officer  
National Wheelchair Team Program Coach  
National Wheelchair team Program Assistant Coach  
Kent Beadle, USCA VP  
Sam Williams, USCA VP Championships  
USOC AAC representative (or available athlete representative)  
USCA AAC wheelchair curling representative (or available alternate)

6. Which group/committee will make the final approval of the Team Leader?

The USCA's COO, in consultation with the USCA's Wheelchair Curling Program National Team Coach, USCA's President, AAC Representative to the USOC, and Wheelchair Program Representative to the USCA's AAC will make the final appointment to the Team Leader position.

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 May 31<sup>st</sup>, 2013.

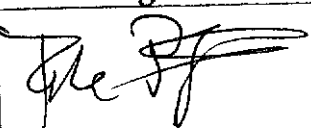

9. Publicity/Distribution of Procedures:

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

- 9.1. Web site: [www.usacurl.org](http://www.usacurl.org)

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): The USCA will publish a link to the complete Team Leader Selection Procedures for the U.S. Paralympic Team in any applicable issues of the U.S. Curling News that will be published (in print or digitally) before the nomination deadline stated in Section 8.

Position	Print Name	Signature	Date
NGB Chief Operating Officer	Rick Patzke		3/27/13
USOC Athletes' Advisory Council Representative*	PETE FENSON		3/27/13

\* 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.

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 May 31<sup>st</sup>, 2013.

9. Publicity/Distribution of Procedures:

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

- 9.1. Web site: [www.usacurl.org](http://www.usacurl.org)

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): The USCA will publish a link to the complete Team Leader Selection Procedures for the U.S. Paralympic Team in any applicable issues of the U.S. Curling News that will be published (in print or digitally) before the nomination deadline stated in Section 8.

<b>Position</b>	<b>Print Name</b>	<b>Signature</b>	<b>Date</b>
NGB Chief Operating Officer	Rick Patzke		
USOC Athletes' Advisory Council Representative*			

\* 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.