


**Lakeshore Foundation  
TEAM LEADER SELECTION PROCEDURES  
2016 Rio Paralympic Games  
Wheelchair Rugby  
April 6, 2016**

These procedures provide for selection of Lakeshore Foundation’s Team Leader for the 2016 Rio Paralympic 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/HPMO’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 the NGB/HPMO 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 Games.
- 1.6. Fulfill all duties and requirements of the USOC Games related meetings.
- 1.7. Be available for entire duration of the Games.
- 1.8. Have the NGB’s/HPMO’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. Prior experience with the Team in the current quadrennial.
- 1.11. Comprehensive understanding and knowledge of the International Paralympic Committee (IPC) and International Wheelchair Rugby Federation (IWRF) rules and regulations that will govern wheelchair rugby at the Paralympic Games.
- 1.12. Working knowledge and understanding of the USADA and WADA codes.

USOC Athlete's Advisory Council Representative	Katie Holloway		3/31/2016
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\* 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 understood 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 USOC AAC Representative, the NGB/HPMO must designate an athlete from that sport to review and sign the Selection Procedures.

2. Describe the process that candidates should follow to express interest in being considered for the Team Leader position:

Lakeshore Foundation will not publicize or post the Team Leader position. A Team Leader will be selected from among Lakeshore Foundation professional staff with proven expertise leading teams and participating in international games.

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

The pool of candidates will be limited to Lakeshore Foundation staff who have experience working with Paralympic athletes during the present quadrennial.

4. Describe the removal of Team Leader:

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

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

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 NGB/HPMO 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://www.teamusa.org/Athlete-Resources/Athlete-Ombudsman>

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?

Jeff Underwood, President, Lakeshore Foundation  
 Beth Curry, Chief Programs Officer, Lakeshore Foundation  
 James Gumbert, Head Coach, USA Wheelchair Rugby (USAWR)  
 Katie Holloway, AAC Athlete Representative, USOC

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:



April 30, 2016

9. Publicity/Distribution of Procedures:

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

9.1. Web site: [www.usawr.org](http://www.usawr.org) & [www.lakeshore.org](http://www.lakeshore.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):

Position	Print Name	Signature	Date
NGB/HPMO President or CEO/Executive Director	JEFF UNDERWOOD		4.13.16
USOC Athletes' Advisory Council Representative*	Katie Holloway		3/31/2016

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