

Lakeshore Foundation
COACH SELECTION PROCEDURES
2015 Parapan American Games
Wheelchair Rugby
January 27, 2015

These procedures provide for selection of Lakeshore Foundation Coach(es), one(1) Head Coach and up to three(3) Assistant Coaches, for the 2015 Parapan American Games. However, accreditation allocation is not guaranteed and the number of Coach positions will be based on final USOC credential allocation and overall team size.

1. What are the NGB's/HPMO's criteria for Coach positions (attach a job description, if any)?

Coaches 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. Be available for entire duration of the Games.
 - 1.4. Be in good health and able to withstand the physical rigors of traveling with and working with the Team.
 - 1.5. At least two years experience coaching wheelchair rugby on a national level within the preceding five years.
 - 1.6. At least one year experience coaching wheelchair rugby at an international level within the preceding eight years.
 - 1.7. Proven ability to establish harmonious relationships with athletes and other team personnel.
 - 1.8. 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 Parapan American Games.
2. Describe the process that candidates should follow to express interest in being considered for a Coach position:

Lakeshore Foundation and USA Wheelchair Rugby (USAWR) will post the Coach selection procedures at www.lakeshore.org and www.usawr.org. Lakeshore Foundation will not solicit applications, as individuals have already been identified through their work during the quadrennial with the USAWR team.

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

A. All candidates meeting the minimum requirements have already been identified through their work during the quadrennial with the USAWR team.

B. Selecting the candidate(s) who best fit the job description for Coach:

Head Coach

The current USAWR Team Head Coach will be nominated to this position.

Assistant Coach

The Head Coach will recommend Assistant Coach(es). Assistant Coach(es) must meet all of the criteria listed in item 1 above.

4. Describe the removal of a Coach:

An individual who is to be nominated as a Coach 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. Coach 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 Coach nomination is accepted by the USOC, the USOC has jurisdiction over the Coach, 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/For-Athletes/Athlete-Ombudsman/Resources/Code-of-Conduct>

5. Describe the replacement of a Coach:

In the event that a Nominated Coach is unable to perform the duties of Coach 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 for the Coaches?

All Coach(es) will be approved by:

Jeff Underwood, President, Lakeshore Foundation

Beth Curry, Chief Programs Officer (CPO) of Lakeshore Foundation

Katie Holloway, AAC Athlete Representative, USOC.

7. Conflict of Interest:

Any individual who is being considered for a Coach 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 Coach.

8. Date of Nomination:

The Games Staff Nomination Form with the nominated Coach(es) name(s), including names of any replacements (if applicable), will be submitted to the USOC on or before:

March 1, 2015


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.lakeshore.org and www.usawr.org

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

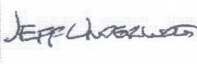
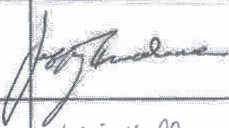

9.2. Other (if any): N/A

Position	Print Name	Signature	Date
NGB/HPMO President or CEO/Executive Director	JEFF L. BROWN		2.11.15
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/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.

Position	Print Name	Signature	Date
NGB/HPMO President or CEO/Executive Director			2.12.15
USOC Athletes' Advisory Council Representative*	Katie Holloway		2.18.15

* 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/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.

ATTACHMENT "B"
LAKESHORE FOUNDATION/USA WHEELCHAIR RUGBY
CODE OF CONDUCT
2015

I pledge to uphold the spirit of the Lakeshore Foundation (Lakeshore) Code of Conduct (the "Code"), which offers a guide to my conduct as a member of the United States Wheelchair Rugby 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 2015 United States Wheelchair Rugby National Team.

As a Member of the Team, I hereby promise and agree that I:

- Will abide by all rules related to the Team selection procedures as approved by LAKESHORE;
- Have acted and will act in a sportsmanlike manner consistent with the spirit of fair play and responsible conduct;
- Will maintain a level of fitness and competitive readiness that will permit my performance to be at the maximum of my abilities;
- Will not commit a doping violation as defined by the Olympic/Paralympic Movement Anti-Doping Code (OMADC), World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA), the United States Olympic Committee (USOC) or the International Wheelchair Rugby Federation (IWRF) rules;
- Am not currently serving a doping violation and/or do not have a pending or unresolved doping charge;
- 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, including marijuana, and alcohol and providing of drugs to any person and of alcohol to minor. To that end, it is the policy of USA Wheelchair Rugby that the use of cannabis/marijuana (whether under medical prescription or recreational use) will not be tolerated, as it is a banned substance under the laws of WADA and USADA.
- Am eligible to compete under the rules of IWRF;
- Will refrain from conduct detracting from my ability or that of my teammates 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 rules, including by way of example, rules regarding curfew and required attendance at team meetings;
- Am aware that United States Olympic Committee (USOC) and LAKESHORE sponsors, suppliers and licensees provide critical support for the Team and, in recognition of this fact, I will wear designated USOC and LAKESHORE apparel at all official Team functions and events;
- Will not conceal or cover-up any USOC and/or LAKESHORE sponsor, supplier or licensee brand or other identification appearing on my USOC and/or LAKESHORE apparel;
- Agree to be filmed and photographed by the official photographer(s) and network(s) of USOC and/or LAKESHORE under conditions authorized by USOC and/or LAKESHORE and give event organizers and USOC and/or LAKESHORE 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 USOC and/or LAKESHORE 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 USOC and/or LAKESHORE apparel or equipment or the use of the USOC and/or LAKESHORE logo for the purpose of trade, without the prior written consent of the USOC and/or LAKESHORE (which consent shall not be unreasonably withheld);
- Will act in a way that will bring respect and honor to myself, my teammates, USOC and/or LAKESHORE and the United States; and
- Will remember that at all times I am an ambassador for my sport, my country and the Paralympic Movement.

LAKESHORE FOUNDATION/USA WHEELCHAIR RUGBY
CODE OF CONDUCT
2015

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

<p>PARENT/GUARDIAN CERTIFICATION (For Participants Under the Age of 18 as of Date of Signature)</p>

Signature

Date

Relationship (Parent or Guardian)

ATTACHMENT "C"

USA Wheelchair Rugby

Team Rules

Addendum to the Code of Conduct

2014-2015 Season

As a member of the USA Wheelchair Rugby Program, I agree to the following:

- **I will fully participate in all assigned Athlete Services, including, but not limited to**
 - **Complete all in/out of camp Dartfish assignments**
 - **Following a mandatory strength and conditioning program, one provided by USA Wheelchair Rugby.**
 - **Weekly check in with strength and conditioning specialist on individualized program (upon implementation), as assigned by USA Wheelchair Rugby coaches/staff**
 - **Immediately report all illness/injuries that will affect or potentially may affect my participation in the USA Wheelchair Rugby Program to the USA Wheelchair Rugby Athletic Trainer, Head Coach and Program Manager. I will also cooperate with the USA Wheelchair Rugby Athletic Trainer when it becomes necessary for additional communication with my personal physician**
 - **Attend and fully participate in all Team and Individual Sport Psychology sessions (upon implementation)**
 - **Attend and fully participate in all Team and Individual Sport Nutrition sessions (upon implementation)**
 - **Participate in all skill, strength, endurance, agility, etc. testing coordinated by USA Wheelchair Rugby and Lakeshore Foundation**
 - **Participate in all online webinars and phone conferences as assigned**

- **I understand the following:**
 - **I must be legally rostered and actively participating on a legal USQRA club team (legal is defined as having participated in the required number of games to qualify for post season)**
 - **I must be actively practicing on a weekly basis with a USQRA rostered team**
 - **All camps and competitions are mandatory. I understand that failure to adhere to this guideline could result in my dismissal from the program, unless I am sick, injured or have a family/personal emergency. I agree to contact the appropriate staff (head coach, program manager and/or the athletic training staff) immediately, should such a situation arise.**
 - **I must always be an ambassador for USA Wheelchair Rugby**
 - **Players desiring to participate on other international teams must have prior approval from USA Wheelchair Rugby while still meeting the guidelines in the Code of Conduct.**

USA Wheelchair Rugby

Team Rules

Addendum to the Code of Conduct

2014-2015 Season

Participant's Affirmation:

I have read and accept this addendum to the Code of Conduct. I agree to the rules, guidelines, jurisdiction and procedures stated in this document as a condition of being selected to participate as a member of the USA Wheelchair Rugby program. By signing this addendum, I also acknowledge that if I fail to follow the above standards and the USA Wheelchair Rugby/Lakeshore Foundation Code of Conduct, it will result in one warning with a probationary period, and upon a second violation, my immediate removal from the program.

Signature

Date

NGB Name

Sport

PARENT/GUARDIAN CERTIFICATION

(For Participants Under the Age of 18 as of Date of Signature)

Signature

Date

Relationship (Parent or Guardian)