

USOPC Internally Managed Sports (IMS) - SURFING  
 GAMES STAFF SELECTION PROCEDURES  
 2024 Olympic Games  
 13 March 2024  
 Amended 15 May 2024

These procedures provide for selection of the USOPC IMS - Surfing Games Staff [see following table for a list of positions] for the 2024 Olympic Games (the 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 USOPC IMS - Surfing.

1. List of specific Games Staff position(s) that USOPC IMS - Surfing is requesting:

Games Staff Role	Responsibility
Team Leader (1)	Provide leadership, oversight, and direction to the delegation. Serve as primary point of contact and liaison between the USOPC and IMS - Surfing during the Games. Provide general USOPC leadership presence onsite during the Games.
Assistant Team Leader (1)	Assist with all Team administration. Assist the Team Leader with logistics, planning and Games requirements. Assist and support athletes where applicable.
Surfing Technical Leader (1)	Lead technical/coaching staff and prepare and support athletes for success on the field of play. Coordinate with Team Leader/Asst TL on operations and logistics planning that impacts field of play.
Head Coach (1)	Lead coaching staff and prepare and support athletes for success on the field of play.
Assistant Coach (1)	Prepare athletes for success on the field of play.
Medical Personnel: PT/ATC, Physician, Massage Therapist, Chiropractor (up to 2)	Provide appropriate medical care for the team.
Psychological Services Professional (e.g., Sport Psychologist, Mental Health Officer) (up to 2)	Work with individual athletes to develop and strengthen mental skills, work with the team to build trust and cohesion, and work with coaching staff to provide targeted resources for athletes, team and coaches.
Press Officer (1)	Lead PR, communications, and media services for the team.
Personal Coach ( <del>up to 2</del> )	Prepare athletes for success on the field of play.

2. USOPC IMS- Surfing 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 USOPC IMS - Surfing 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 Games Staff 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 the entire duration of the Games, if requested.
- 2.8. Have USOPC 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 Games Staff role.
- 2.10. Have thorough knowledge and understanding of the ISA 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 a currently employed staff member or contractor of the USOPC.
- 2.14. Be listed on the USOPC IMS - Surfing 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 role by stated deadline.
- 2.17. Successfully complete the appropriate U.S. Center for SafeSport's online training module(s) by stated deadline.
- 2.18. Have demonstrated professionalism measured by:
  - 2.18.1. Exceptional interpersonal and communication skills;
  - 2.18.2. Ability to be an outstanding team player;
  - 2.18.3. Ability to stay positive in stressful situations;
  - 2.18.4. Ability to dilute logistical/emotional stress so that athletes can focus on competition.
  - 2.18.5. Cognizance and respect of the surfing culture and community with actions and engagement.
- 2.19. Meet all health and safety protocols, to include vaccine and/or testing requirements, set forth by the government, USOPC, ISA, and/or the Organizing Committee of the Olympic Games.

In addition, Team Leader and Assistant Team Leader must:

- 2.20. Have prior experience in the Games environment.
- 2.21. Have USOPC approval to make financial decisions regarding the Team.
- 2.22. Have previous administrative, international relations and/or Team Leader experience at major international competitions.

In addition, Technical Leader must:

- 2.23. Lead sport specific technical and tactical aspects in the field of play.
- 2.24. Serve as the primary point of contact between operational staff and nominated surfing Team.
- 2.25. Work with the coaching staff to design and implement all venue operation plans for practices and/or competition.
- 2.26. Have thorough knowledge and understanding of the sport including ISA rules and regulations governing the sport.
- 2.27. Be in good standing under ISA (International Surfing Association) rules with all certifications and requirements valid, if necessary
- 2.28. Be comfortable leading technical staff filming in challenging environments, such as jet ski(s), pontoons, and in an open water setting.

In addition, Head & Assistant Coach(es) must:

- 2.29. Have thorough knowledge and understanding of the sport including ISA rules and regulations governing the sport.
- 2.30. Possess a high level of specific technical and tactical knowledge of the sport.
- 2.31. Have previous experience coaching elite [Olympic caliber] shortboard surfers at international events within the last two years such as the WSL Championship Tour (CT), WSL Challenger Series (CS), and/or ISA designated World Championship level events.
- 2.32. Commit to coaching Team USA athletes only; avoiding conflicts of interest of coaching athletes from other countries.
- 2.33. Be a coach in good standing under ISA (International Surfing Association) rules with all certifications and requirements valid.
- 2.34. Be comfortable filming and analyzing athlete performance in challenging environments, such as jet ski(s), pontoons, and in an open water setting.
- 2.35. Must complement and work effectively with USOPC IMS – Surfing Staff and athletes.

In addition, Personal Coach(es) must:

- 2.36. Personal Coach(es) must coach an athlete who has been nominated to the Team.
- 2.37. Must complement and work effectively with USOPC IMS – Surfing Staff and athletes, including cohesion with the Head and Assistant Coach.

In addition, Medical Personnel (including psychological services professionals) must:

- 2.38. Meet the minimum criteria defined in the [USOPC Sports Medicine Provider Credentialing Policy](#).
- 2.39. Possess the appropriate professional certifications.
- 2.40. 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).
- 2.41. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine. (<https://www.usopc.org/athlete-services/medical/volunteer-program>)
- 2.42. Complete the mandatory Games training prior to the Games.

- 2.43. Be approved for nomination through the USOPC's Sports Medicine Division.
- 2.44. 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, Press Officer must:

- 2.45. Possess appropriate experience and/or certifications relative to the position/area of expertise for which they may be nominated.
  - 2.46. Be approved for nomination through the USOPC's Communications Division.
3. Intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

USOPC IMS – Surfing will not solicit applications for the following Games Staff position(s) as they will be filled by current USOPC employees and/or contractors: Team Leader/Assistant Team Leader, Technical Leader, Head Coach, Medical and Psychological Services Personnel and Press Officer.

Recognizing that staff is more than the skills brought by its individual members, Games 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.

The Selection Committee will consider the following factors, listed in no particular order, to nominate Games Staff candidates for the following positions: Assistant Coach, and Personal Coach(es):

A. Assistant Coach Position

- All candidates must be the personal coach of record of an athlete who is named to the 2024 U.S. Olympic Team and/or athletes that have competed in the 2024 Olympic qualification period.
- Assistant Coach will be determined using the following criteria in no particular order:
  1. The final 2023 World Surfing League (WSL) Championship Tour (CT) rankings and 2023 SHISEIDO Tahiti Pro final rankings of athletes coached by the individual;
  2. The number of athletes coached who are nominated to the 2024 Olympic Team;
  3. The candidate's experience relative to the position/area of expertise for which they are being nominated; and
  4. The candidate's level of specific technical and tactical knowledge of the sport and/or surfing venue (e.g. – field of play).

B. Personal Coach Positions

- Personal Coach(es) will be determined by using the following criteria in no priority order:
  1. The number of athletes coached who are nominated to the 2024 Olympic Team and who have positive performance trajectory based on results during the cumulative qualifying period and medal potential based on results at 2022-2024 WSL CT events;
  2. Athlete feedback; and

- National team athletes will be invited to submit coach recommendations to the Selection Committee by April 5, 2024. The recommendations should highlight the athlete's experience working with the candidate and the reasons why the candidate should be nominated.
  - The candidate's level of specific technical and tactical knowledge of the sport and/or surfing venue (e.g. – field of play).
3. Coach Experience.
- The candidate's previous experience with a national team program and/or elite level athletes in respective sport or related acrobatic – action sports.

The Selection Committee (Section 6) is charged with assembling Games Staff that composes the best team to support the entire delegation at the Games. In addition to the factors listed above, the Selection Committee will consider international surfing event experience, surfing culture, team chemistry, camaraderie, and cohesion, as well as skills, expertise, and knowledge including a history of attributing to an elite performance environment in Olympic surfing.

#### 4. Removal of Games Staff:

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

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the Chief of Paralympics & Internally Managed Sport.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by USOPC. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by USOPC, 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 USOPC IMS Code of Conduct (<https://www.teamusa.com/surfing-athlete-resources>)
- 4.5. No longer able to meet the required criteria in Section 2 at the time of the Games.

Once the Games Staff nomination(s) is submitted by the USOPC to the Organizing Committee of the Olympic Games, the USOPC has jurisdiction over the Games Staff, at which time, in addition to any applicable USOPC 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.

#### 5. Replacement of Games Staff:

If 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 Section 2 above.

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

The USOPC IMS - Surfing Selection Committee will make the final approval of all Games staff positions.

USOPC IMS - Surfing Selection Committee

- Sr. Director Internally Managed Sports, USOPC
- Director of Internally Managed Sports, USOPC
- Athlete Representative

7. Conflict of Interest:

All members of the selection committee (see Section 6) must comply with the [USOPC Conflict of Interest Policy](#), to include completing and submitting a disclosure form consistent with the USOPC's Conflict of Interest Policy before convening the committee.

Any member of the selection committee who has an actual, potential, or perceived conflict of interest must disclose it consistent with the USOPC's Conflict of Interest Policy prior to the start of the selection process. A conflict of interest exists when a personal, family, financial, professional, club, team or business interest of the committee member poses a direct or indirect relationship, connection, or affiliation, past or present, with an athlete in contention for the applicable team selection that could compromise or could be perceived to compromise the committee member's ability to participate in the selection process in a fair and impartial manner. If an actual, potential, or perceived conflict exists, the internally managed sport team should send the disclosure to the Chief Ethics & Compliance Officer and the Sr. Director, Compliance Investigations and Ethics (collectively, the Ethics team) to share with the Ethics & Compliance Committee for review and disposition. For example, if a Selection Committee member may be required to recuse him/herself from voting, that individual may still be able to provide relevant or necessary information concerning athlete performance in a fair and impartial manner. The Selection Committee member must not otherwise influence other members of the committee during the selection process. Any recused individual shall be replaced in accordance with the USOPC committee appointment process.

Additionally, any person (including any potentially impacted athlete or coach of a potentially impacted athlete) with a good faith belief that a committee member has a conflict of interest may report the alleged conflict of interest to the USOPC's Ethics team. Reports may also be made anonymously through the USOPC's [Integrity Portal](#). No committee member shall retaliate in any way against a person who, in good faith, reports an alleged conflict of interest. Any recused individual shall be replaced in accordance with the USOPC's internally managed sport selection committee appointment process.

8. Date of Nomination:

Nominations of Games Staff, including the names of any replacements, will be submitted to the USOPC on or before:

Non-Athlete Dependent Staff: May 1, 2024

Medical Staff: May 31, 2024

Athlete Dependent Staff: June 7, 2024

9. Publicity/Distribution of Procedures:

The USOPC approved selection procedures (complete and unaltered) will be posted/published by USOPC IMS - Surfing in the following location(s):

9.1. Web site: <https://www.teamusa.com/surfing-selection-procedures>

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

9.2. Other (if any): N/A

Position	Print Name	Signature	Date
USOPC SVP, Chief of Paralympics & IMS	<b>Julie Dusliere</b>	DocuSigned by: <i>Julie Dusliere</i>	May 16, 2024   3:43:23 PM MDT
USOPC Athlete Commission Representative*	<b>Candice Appleby</b>	DocuSigned by: <i>Candice Appleby</i>	May 16, 2024   3:53:00 PM MDT

\*If the USOPC AC Representative has delegated authority to the Alternate AC Representative to sign the Selection Procedures, attach a letter from the AC 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 USOPC IMS - Surfing, 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 AC Representative, USOPC IMS - Surfing must designate an athlete from that sport to review and sign the Selection Procedures.