

USA Table Tennis
GAMES STAFF SELECTION PROCEDURES
2024 PARALYMPICS
June 4th, 2024

These procedures provide for selection of the USA Table Tennis **Games Staff** for the 2024 Paralympic 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 USA Table Tennis (NGB/PSO).

1. List of specific Games Staff position(s) that the USA Table Tennis is requesting:

Games Staff Role	Responsibility
Team Leader (1)	Serve as the primary point of contact and liaison between the USOPC and USA Table Tennis before, during and after the Games.
Coaches (2)	Prepare athletes/teams for success on the field of play.
Team Support Staff focused on athlete accessibility needs (i.e., personal care assistants)	Provide customized support for athletes as required (i.e., supervision, wayfinding, help with everyday care and/or activities of daily living).

2. USA Table Tennis' criteria for the above-listed Games Staff position(s):

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 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 entire duration of the Games, if requested.
- 2.8. Have NGB/PSO's 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 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 a currently employed staff member or contractor of the NGB/PSO.
- 2.14. Be listed on NGB's/PSO's 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. Be in good standing with the USOPC, U.S. Center for SafeSport, USATT, IF, and USADA.
- 2.19. Meet all health and safety protocols, to include vaccine and/or testing requirements, set forth by the government, USOPC, IF, and/or the local organizing committee.

In addition, Team Leader must:

- 2.20. Have served in a Team Leader capacity within the last Quad (2020-2024) at the Paralympic Games, Parapan American Games, and/or other major ITTF international events.
- 2.21. Be on the USA Table Tennis Staff or National Team Coach List (<https://www.usatt.org/para/para-team-coaches>).

In addition, Coach(es) must:

- 2.22. Have previous Para Table Tennis coaching experience within the last Quad (2020-2024) at the Paralympic Games, Parapan American Games, and/or other major ITTF international events coaching teams at the international level.
- 2.23. Be on the USA Table Tennis Staff or National Team Coach List (<https://www.usatt.org/para/para-team-coaches>).

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

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

3. Intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

Team Leader:

USA Table Tennis will not solicit applications for the Team Leader position as it will be filled by current USA Table Tennis employees and/or contractors.

Coach(es):

USA Table Tennis will not solicit applications for the Coach position(s) listed above as they will be filled by current USA Table Tennis employees and/or contractors.

Team Support Staff:

Team Support Staff positions will be considered upon athlete request, on a case-by-case basis considering an athlete's support needs. Athlete(s) may suggest one Team Support Staff candidate to the USA Table Tennis Paralympics Selection Committee (*Section 6*) for consideration to accompany the corresponding athlete entry to the 2024 Paralympic Games.

4. Removal of Games Staff:

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

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the USA Table Tennis CEO.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by USA Table Tennis. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by USA Table Tennis, his/her injury or illness will be assumed to be disabling and he/she may be removed.
- 4.3. Inability to perform the duties required.
- 4.4. 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 Local Organizing Committee, the USOPC has jurisdiction over the Games Staff, at which time, in addition to any applicable [USA Table Tennis 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:

In the event that 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 USA Table Tennis Paralympics Committee will make the final approval of all Games Staff positions.

USA Table Tennis Paralympics Selection Committee

- USA Table Tennis Para Program Director
- USA Table Tennis AAC Chair

- USA Table Tennis HPC Chair

7. Conflict of Interest:

All individuals involved in the selection process (see Section 6) must comply with the [USA Table Tennis Conflict of Interest Policy](#), to include completing and submitting a disclosure form for review by the USA Table Tennis ethics committee 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 USA Table Tennis ethics committee prior to the start of the selection process. The USA Table Tennis ethics committee 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 USA Table Tennis 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:

July 19th, 2024

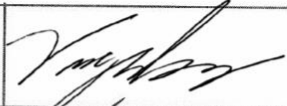
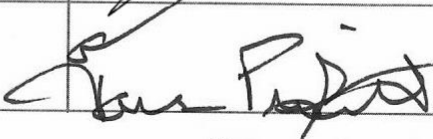
9. Publicity/Distribution of Procedures:

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

- 9.1. Website: <https://www.usatt.org/para-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):

USA Table Tennis Chief Executive Officer	Virginia Sung		6/5/2024
USOPC Athletes' Advisory Council Representative	Tara Profitt		6/5/24

* 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 Athlete 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.