

US Biathlon Association

Games Staff Selection Procedures

2026 Olympic Winter Games

- Publication Date: October 20, 2025

SECTION 1: OVERVIEW

These procedures provide the Games Staff qualification requirements for nomination to the 2026 Olympic Winter Games for the US Biathlon Association. 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 the US Biathlon Association (“NGB”).

SECTION 2: GAMES STAFF REQUIREMENTS

2.1 MINIMUM REQUIREMENTS FOR ALL GAMES STAFF

1. Undergo a background screen in accordance with the current [USOPC Background Check Policy](#) prior to nomination.
 - Should a nominee experience an event between the time the background check is conducted and the 2026 Olympic Winter Games that may change their background check status, the nominee must inform the NGB and/or USOPC.
2. Have a valid passport at the time of nomination that does not expire for six months after the conclusion of the 2026 Olympic Winter Games (Games).
3. Be familiar with and abide by the [USOPC Athlete Safety Policy](#), the U.S. Center for SafeSport’s [SafeSport Code for the Olympic & Paralympic Movements](#), and the [USOPC Minor Athlete Abuse Prevention Policies](#) (MAAPP).
4. Be available for the entire duration of the Games (if requested).
5. Demonstrate ability to work effectively with the USOPC, athletes and other Team personnel.
6. Have strong administrative, communication and organizational capabilities needed for Games Staff role.
7. Have NGB approval prior to making any financial decisions regarding the Team.
8. Be responsible for the Team’s adherence to all rules regarding discipline at the Games.
9. Fulfill all duties and requirements of the USOPC and NGB including attendance at USOPC Games related meetings.
10. Be in good health and able to withstand the physical rigors of traveling and working with the Team.
11. Be listed on the NGB long list.
12. Be in good standing with the International Biathlon Union (IBU), NGB, USOPC, U.S. Center for SafeSport, and USADA.
13. Successfully complete all USOPC Games Registration requirements (including U.S. Center for SafeSport and anti-doping training) by the stated deadline.
14. Meet all health and safety protocols, to include vaccine and/or testing requirements, set forth by the government, USOPC, IBU, IOC, and/or the Organizing Committee of the Olympic Games (OCOG).

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2.2 ADDITIONAL REQUIREMENTS FOR ALL SPORTS MEDICINE PROVIDERS (INCLUDING MENTAL HEALTH PROFESSIONALS)

1. Possess appropriate certifications.
2. In addition to the approved USOPC Games Background Check, pass a medical credential review which will be a combined check managed through USOPC Sports Medicine (separately arranged background checks will not be considered).
3. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine (<https://www.usopc.org/athlete-services/medical/volunteer-program>).
4. Meet the minimum criteria and provider requirements defined in the [USOPC Sports Medicine Provider Credentialing Policy](#).
5. 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.
6. Be approved for nomination through the USOPC's Sports Medicine Division.
7. Complete all mandatory Games training by the stated deadline.

2.3 ADDITIONAL REQUIREMENTS FOR ALL SPORTS SCIENCE PROFESSIONALS

1. Meet the minimum criteria defined in the [USOPC Sports Science Credentialing Policy](#) (see additional resources).
2. Possess the appropriate professional certifications or licensures.
3. Pass licensure/credential review in addition to the approved USOPC Games Background Check, which will be a combined check managed through USOPC Sport Performance (separately arranged background checks will not be considered).
4. Possess appropriate experience relative to the position/field of practice for which they may be nominated.
5. Be approved for nomination through the USOPC's Sports Medicine Division.
6. Fulfill all requests and meet deadlines for any required information or documentation (to provide services at the Games).
7. Complete all mandatory Games training by the stated deadline.

SECTION 3: GAMES STAFF ROLES THAT WILL BE FILLED BY NGB EMPLOYEES OR CONTRACTORS

Roles filled by NGB Employees	Responsibility
Team Leader	Serve as the primary point of contact and liaison between the USOPC and NGB before, during and after the Games.
Technical Personnel (e.g., ski grinder, ski technician)	Provide mechanical and technical support to athletes and staff.

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Roles filled by Contractors	Responsibility
Coach	Provide sport performance support and prepare athletes/teams for success on the field of play.
Technical Personnel (e.g., ski grinder, ski technician)	Provide mechanical and technical support to athletes and staff.
Medical Personnel (e.g., Athletic Trainer, Massage Therapist, Physical Therapist)	Provide clinical assessment and treatment for athlete injuries and illnesses with an additional focus on prevention.
Mental Health Professional (e.g., Sport Psychologist, Mental Health Officer)	Provide appropriate mental health and sport psychology services for the Team.
Sport Science Professional (e.g., Sport Physiologist, Dietician)	Provide appropriate sport science services for the Team.

SECTION 4: GAMES STAFF ROLES THAT WILL BE FILLED BY VOLUNTEERS

Roles filled by Volunteers	Responsibility
Medical Personnel (e.g., Physician, Psychiatrist)	Provide appropriate medical care for the Team.

4.1 MINIMUM REQUIREMENTS FOR ALL VOLUNTEERS

Not Applicable

4.2 MINIMUM REQUIREMENTS FOR SPECIFIC GAMES STAFF ROLE

A) SPORTS MEDICINE PROVIDERS (INCLUDING LICENSED MENTAL HEALTH PROVIDERS)

1. Possess appropriate experience relative to the position/area of expertise for which they are being nominated.
2. Have active involvement with a national team program within the last 24 months.
3. Be approved for nomination through the USOPC's Sports Medicine Division.

SECTION 5: METHOD USED TO IDENTIFY AND NOMINATE VOLUNTEER GAMES STAFF

VOLUNTEER GAMES STAFF

NGB will not solicit applications for the volunteer Games Staff roles listed above as they will be filled by current NGB sports medicine volunteers based on the needs of the Team. NGB will contact individuals who meet the Section 2 and Section 4 requirements and who have experience working with USA Biathlon and USA Biathlon National Team athletes to gauge their interest in being considered for Games

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Staff positions.

Additionally, individuals who meet the criteria detailed in Section 2 and Section 4 of these procedures may submit interest in being considered to the NGB Director of High Performance (lbailey@usbiathlon.org) by November 1, 2025.

The Olympic Games Staff Selection Committee will review the following for all eligible individuals who express their interest in a volunteer Games Staff role by the deadline.

Sports Medicine Providers – Team Physician

- Input from NGB Medical Personnel.
- Previous experience supporting the NGB at international events and training camps.

SECTION 6: APPROVAL OF GAMES STAFF NOMINATIONS

6.1 NGB EMPLOYEE AND CONTRACTOR GAMES STAFF

The Team Leader role will be filled by the current NGB Director of High Performance. The Head Coach role will be filled by the current NGB National Team Head Coach.

All other NGB employee and contractor Games Staff roles will be recommended by the NGB Director of High Performance. Final approval of these Games Staff nominations will be provided by the NGB Chief Executive Officer.

6.2 VOLUNTEER GAMES STAFF

The committee listed below will be responsible for approving volunteer Games Staff nominations.

Committee Name: Olympic Games Staff Selection Committee

- NGB Director of High Performance
- NGB National Team Head Coach
- 10 Year Athlete Representative

SECTION 7: REMOVAL OF GAMES STAFF

7.1 NGB JURISDICTION

- a. NGB has jurisdiction over Games Staff nominees until Games Staff entries have been submitted by the USOPC to the OCOG.
- b. An individual who is nominated for a Games Staff role by the NGB may be removed as a nominee for any of the following reasons, as determined by the NGB:

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- i. Voluntary withdrawal. Games Staff nominee submits a written letter to the NGB Chief Executive Officer or Director of High Performance.
- ii. Injury or illness. A physician (or medical staff) approved by NGB provides certification that the individual has a debilitating condition. If an individual refuses to provide verification of their illness or injury by a physician (or medical staff), their injury will be assumed to be debilitating, and they may be removed from the Games Staff.
- iii. Inability to meet Games Staff requirements and/or perform required duties.
- iv. Code of Conduct violation. Individual violates the [NGB Code of Conduct](#)
- v. SafeSport Policy violation. Individual violates the [NGB SafeSport Policy](#)
- vi. Anti-doping violation. Individual violates NGB, USADA and/or USOPC anti-doping protocol, policies, and procedures.
- vii. Removal of employment. Individual is removed from their position as an NGB contractor or employee.

7.2 USOPC JURISDICTION

- a. Once Games Staff nominations have been submitted by the USOPC to the OCOG, the USOPC has jurisdiction.
- b. USOPC's Games Delegation Terms apply in addition to the NGB Code of Conduct. The Games Forms are specific to each Games and are made available during the Games registration process.

7.3 REPLACEMENT OF GAMES STAFF

- a. If a nominated Games Staff member is unable to perform their duties due to injury, illness, Code of Conduct or SafeSport Policy violation or other unforeseen circumstances that would result in the need to replace them, the replacement candidate must meet all applicable Games Staff requirements listed in Sections 2-4.
- b. All replacement candidates must be nominated using the same process outlined in these selection procedures.

SECTION 8: CONFLICT OF INTEREST

8.1 GAMES STAFF CANDIDATES

Prior to nomination, all Games Staff candidates must comply with the [NGB Conflict of Interest Policy](#) and must submit a conflict of interest disclosure form for review by the NGB.

8.2 GAMES STAFF SELECTION COMMITTEE

All members of the selection committee (Section 6) and all individuals who developed these selection procedures (Section 14) must comply with the [NGB Conflict of Interest Policy](#), to include completing and submitting a [USBA Annual Conflict of Interest Disclosure](#) form consistent with the

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NGB's Conflict of Interest Policy before convening the committee.

Additionally, any person with a good faith belief that a committee member has a conflict of interest may report the alleged conflict of interest to the NGB Ethics Committee. 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 NGB's selection committee appointment process.

SECTION 9: DATE OF GAMES STAFF NOMINATION

The Games Staff Nomination Form with the nominee's name, including the name of a replacement (if applicable), will be submitted to the USOPC on or before the dates below.

- Medical staff: November 3, 2025
- Non-Medical staff independent of athlete selection: November 3, 2025
- Athlete Dependent Staff: January 8, 2026

SECTION 10: REQUIRED DOCUMENTS

In addition to the USOPC Games Forms requirements, the following documents are required to be signed by all Games Staff as a condition of nomination to the Olympic Games:

- [NGB Code of Conduct](#)
- [NGB Conflict of Interest Disclosure Form](#)

SECTION 11: QUESTIONS REGARDING SELECTION PROCEDURES

Individuals may contact the NGB staff member listed below for information about these selection procedures.

Name: Lowell Bailey

Position: Director of High Performance

Email: lbailey@usbiathlon.org

SECTION 12: GRIEVANCES

The NGB Complaint and Grievance Policy can be found here: <https://www.usbiathlon.org/policies-forms>

Section 9 of the USOPC Bylaws provides a process for an individual to file a complaint with the USOPC against an NGB alleging that they have been denied, or threatened to be denied, with the opportunity to participate in a Protected Competition, as defined in the USOPC Bylaws. Additional information on how to file a complaint can

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be found here: <https://www.usopc.org/governance/dispute-resolution>

SECTION 13: NON-RETALIATION

The USOPC and NGB have zero tolerance for retaliation against people who make good faith reports of potential ethical, policy, or legal violations, or who cooperate with investigations of those reports. That means no USOPC or NGB staff, Board or Committee member, or volunteer may threaten, harass, discriminate against, or take any negative employment or related action (e.g., discharge, demotion, suspension, negative review) on that basis.

- Individuals may report concerns to NGB by following the NGB Whistleblower Policy located [here](#).
- Individuals may report concerns to the USOPC confidentially, or anonymously, online using the [USOPC Integrity Portal](#) or individuals may call the USOPC Integrity Hotline at 1-877-404-9935.
- Additional information can be found in the USOPC's [Speak Up Policy](#).

SECTION 14: DEVELOPMENT OF SELECTION PROCEDURES

The following committee of individuals developed these selection procedures.

NAME	ROLE
Lowell Bailey	NGB Director of High Performance
Armin Auchentaller	NGB National Team Head Coach
Maddie Phaneuf	10 Year Athlete Representative

SECTION 15: CERTIFICATION OF SELECTION PROCEDURES

The following individual approved these selection procedures and through their signature, certifies that the procedures were developed by a group meeting the USOPC's standards for Designated Committees. The following individual further certifies that these selection procedures represent the method approved by the US Biathlon Association and that they will be posted on the US Biathlon Association website.

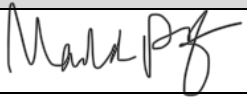
POSITION	NAME	SIGNATURE	DATE
US Biathlon Assoc President and Chief Executive Officer	Jack Gierhart		10/17/25

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The following individual affirms that they read and understand the selection procedures.

POSITION	NAME	SIGNATURE	DATE
USBA 10-Year Athlete Representative*	Maddie Phaneuf		10/20/2025

* If the Team USA Athletes' Commission Representatives have delegated authority to another 10 Year Athlete Representative to sign the Selection Procedures, attach a letter from the Team USA AC Representative indicating the reason they have delegated authority.

* Signature by the Athlete Representative constitutes that they have read and understand the Selection Procedures. If the Athlete Representative reads and does not agree with the Athlete Selection Procedures being submitted by the NGB, they may submit those reasons in writing to their USOPC Sport Performance Team.

* If, for some reason, a sport does not have an elected Team USA AC Representative, the NGB must designate a 10 Year Athlete from that sport to review and sign the Selection Procedures.

Revision History

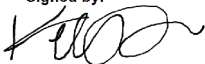
Date	Revisions
October 20, 2025	Original document published

**Delegation of Authority to sign the Selection Procedures
for the 2026 Olympic Winter Games**

August 28, 2025

Delegation of Selection Procedure Authority

We, Kelsey Dickinson and Chloe Levins, the Team USA AC Representatives for US Biathlon Association hereby delegate our authority to sign the 2026 Olympic Winter Games Selection Procedures to Maddie Phaneuf (USBA 10 Year Athlete Representative). As currently competing athletes participating in evaluation events which will be used to nominate the 2026 Olympic Team, we have a conflict of interest with regard to these selection procedures.

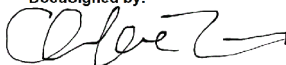
Signed by:

45E97017F7ED4E2...

Signature

Kelsey Dickinson
Team USA AC Representative

August 28, 2025 | 10:48:33 AM MDT

Date

DocuSigned by:

7CAA8AB7F188460...

Signature

Chloe Levins
Team USA AC Representative

August 29, 2025 | 10:43:23 AM MDT

Date

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APPENDIX A – COMMONLY USED ACRONYMS

AAC – Athletes' Advisory Council

AC – Athletes' Commission

Act or TSOASA – Ted Stevens Olympic and Amateur Sports Act

APC – Americas Paralympic Committee

CAS – Court of Arbitration for Sport

Center or CSS – U.S. Center for SafeSport

CF – Continental Federation

IMS – Internally Managed Sport (sport managed by the USOPC)

IOC – International Olympic Committee

IPC – International Paralympic Committee

IF – International Federation

LOC – Local Organizing Committee

NGB – National Governing Body

NOC – National Olympic Committee

NPC – National Paralympic Committee

OCOG – Organizing Committee of the Olympic Games. The OCOG refers to the Organizing Committee of the Paralympic Games as well.

PAG – Pan American Games

Panam Sports or PASO – Pan American Sports Organization

PPAG – Parapan American Games

PSO – Paralympic Sport Organization

TEAM USA AC – Team USA Athletes' Commission (formerly USOPC AAC)

USADA – United States Anti-Doping Agency

WADA – World Anti-Doping Agency

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APPENDIX B – GLOSSARY

Contingency means a future event or circumstance which is possible but cannot be predicted with certainty.

Delegation Event means the Olympic Games, the Olympic Winter Games, the Paralympic Games, the Paralympic Winter Games, the Pan American Games, and the Parapan American Games.

Force Majeure means an event or effect that cannot be reasonably anticipated or controlled (e.g., hurricane, tornado, etc.).

Grievance Procedures means the process that enables an athlete to file a complaint with the NGB or USOPC.

Jurisdiction means the power or authority to make decisions and judgments.

Nominated means an athlete, coach or staff member whose name has been submitted to the USOPC by an NGB for participation in a Delegation Event.

Protected Competition means a Delegation Event or a Qualifying Competition.

Qualifying Competition means either of the following:

- i. **NGB Qualifying Competition:** Any competition or activity organized or approved by the NGB where the athlete's performance or results are considered in the published selection criteria to represent the United States in a Delegation Event.
- ii. **International Qualifying Competition:** Any international sport competition where (i) athletes represent the United States against athletes representing other nations, (ii) the NGB officially designates entrants, as required by the competition organizers, and (iii) athlete results or performance are included in the published criteria to qualify, or be selected, to represent the United States in a Delegation Event.

Selected means an athlete, coach or staff member whose name has been submitted by the USOPC to the OCOG at the final submission date, as determined by the OCOG.

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APPENDIX C – STAFF RESOURCES

SAFESPORT HELPLINE

The SafeSport Helpline provides crisis intervention, referrals, and emotional support specifically designed for athletes, staff, and other SafeSport participants affected by sexual violence. Through this service, support specialists provide live, confidential, one-on-one support that is available 24/7. Individuals can call the Helpline at 866-200-0796 or visit www.safesporthelpline.org.

USOPC DISPUTE RESOLUTION UNIT (DRU)

For Protected Competitions, USOPC's DRU oversees the administration of dispute resolution services to athletes and other members of NGBs for grievances under the USOPC's jurisdiction to ensure the complaints are heard in a timely and fair manner. For more information about this process, please visit the [dispute resolution website](#).

USOPC ETHICS AND COMPLIANCE

USOPC's Ethics and Compliance team is responsible for ensuring the USOPC and NGBs comply with the Ted Stevens Olympic and Amateur Sports Act, their own bylaws and policies, and any other applicable laws or regulations. Any individual may report concerns confidentially, or anonymously, online using the [USOPC Integrity Portal](#) or individuals may call the USOPC Integrity Hotline at 1-877-404-9935 to report their concern over the phone.

USOPC SECURITY AND ATHLETE SAFETY REPORTING PORTAL

Individuals can report an incident of emotional, physical, or sexual misconduct, a violation of the Minor Athlete Abuse Prevention Policies (MAAPP) or a general security incident or concern through the [Safety Reporting Portal](#). Individuals may also report to the USOPC over the phone at 719-866-3869.