

**USA TABLE TENNIS  
GAMES STAFF SELECTION PROCEDURES  
2020 OLYMPIC GAMES  
December 4, 2018**

These procedures provide for selection of a **Games Staff** [Team Leader, Coach(es)] for the **2020 Olympic Games**. However, accreditation allocation is not guaranteed and will be based on final USOC credential allocation and overall team size. Responsibility of payment for allocated accreditations will be determined by the USOC and USA Table Tennis.

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

<b>USOC Role Name - (Games Function)</b>	<b>Responsibilities</b>
Team Leader	<ul style="list-style-type: none"> <li>• Serve as primary point of contact and liaison between the USOC and USATT before, during and after the Games</li> <li>• Provide on-site coordination and supervision of coaches, athletes, and teams during the competition.</li> <li>• Provide assistance to coaching staff as necessary.</li> <li>• Serve as the primary coach for athletes of one of the two different genders in case there will only be one Team Coach.</li> </ul>
Men's & Women's Team Coach(es)	<ul style="list-style-type: none"> <li>• Serve as the primary coach(es) for all qualified athletes.</li> <li>• Assist the Team Leader with the coordination of team's games-related activities.</li> </ul>

2. What are USATT's criteria for the above Games Staff position(s) (attach a job description, if any)?

Team Leader and Coaches must:

- 2.1. Successfully pass the National Center for Safety Initiatives' (NCSI) background screen in accordance with the current USOC Games Background Check Policy prior to nomination.
  - 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 USATT and/or USOC.

- 2.2. Possess a valid passport and necessary work visa that does not expire until at least six months after the conclusion of the Games.
- 2.3. Have the ability to work effectively with USATT's Coaches and, when necessary, the USOC and USOC Game Staff
- 2.4. Have strong administrative, communication and organizational capabilities/skills.
- 2.5. Be responsible, along with the Team Leader, for Team's adherence to all rules regarding discipline at the Games.
- 2.6. Fulfill all duties and requirements of the USOC including attendance at USOC Games related meetings.
- 2.7. Be available for entire duration of the Games.
- 2.8. Have USATT's approval to make financial decisions regarding the Team (*if applicable*).
- 2.9. Possess high level, specific technical and tactical knowledge of the sport (*if applicable*).
- 2.10. Have thorough knowledge and understanding of the IF rules and regulations governing the sport (*if applicable*).
- 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 USATT.
- 2.14. Be listed on USATT's Long List and must successfully complete all Games Registration requirements by stated deadlines.
- 2.16. Participate in USADA training as required for position (if applicable)
- 2.17. Successfully complete USOC Safe Sport and Education Training Program.
- 2.18. Be a Member in Good Standing of USATT.

In addition, Coaches Must:

- 2.19. Possess a high level of specific technical and tactical knowledge of the sport.
- 2.20. Have the ability to work effectively with USATT's Team Leader and, when necessary, the USOC and USOC Game Staff
- 2.21. Must be a National Team Coach as designated by USATT's High Performance Director.
- 2.22. Must have served as a National Team coach for *a minimum* of one of the following events:
  - 2019 World Championships
  - 2019 Pan Am Games
  - 2019 Pan Am Championships
  - 2019 World Junior Championships
  - 2020 Pan Am Cup
  - 2020 World Championships

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

USATT will not solicit applications for the Games Staff position(s). The Games Staff position(s) will be filled by current USATT employees and/or contractors.

The Men's and Women's Team Coaches will be selected from the group of qualified candidates that meet the criteria as specified in Section 2 herein. The High Performance Director will use the following criteria in determining the selection of qualified candidates:

- Experience working, training, and coaching qualified athletes;
- Team performance under the candidates' guidance at international events; and
- Availability to meet the commitment required of the position as outlined above in Section 2 herein.

If all coaches qualified under 2.24 decline appointment or are otherwise unavailable, the High Performance Director will nominate one or more other qualified candidates (as required) following an assessment of their qualifications according to the criteria above.

USATT's High Performance Director will serve as the Team Leader, and will also serve as a Team Coach at games time if necessary and appropriate.

4. Describe the removal of Games Staff:

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

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to USATT's CEO.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by USATT. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by USATT, 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 USATT's Code of Conduct (attachment B).

Once the Game's Staff nominations are accepted by the USOC, the USOC has jurisdiction over the Games Staff, at which time, in addition to USATT's Code of Conduct, the USOC's Games Forms apply. The USOC's Games forms are available as part of Games Registration prior to the respective Games.

5. Describe the replacement of Games Staff:

In the event that any of the nominated staff members are unable to perform the duties of the position 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 #2 above.

If such an event were to occur, the position of Men's Team Coach or Women's Team Coach would be filled by a qualified candidate as selected in accordance with the procedure set forth in Section 6 herein. The position of Team Leader would be filled by a qualified candidate selected under the Section 6 procedure, which could be someone previously selected as a Coach.

6. Which group/committee will make the final approval of the Games Staff position(s)?

The High Performance Director shall be responsible for nominating the Men's Team Coach and Women's Team Coach.

The CEO of USATT will make the final approval of the Team Leader.

A committee comprised of USATT's CEO, the Chair of USATT's High Performance Committee, and the Chair of USATT's AAC shall be responsible for the final approval of the coach nominations.

7. Conflict of Interest:

An individual involved in the selection process who has a conflict of interest must disclose this information and recuse him or herself and not influence others regarding the discussions, meetings or decisions involving the selection of the Games Staff position(s). USATT's General Counsel will determine whether a conflict of interest exists and, to the extent necessary under USATT's By-Laws, shall be responsible for the adjudication of such conflicts of interest.

8. Date of Nomination:

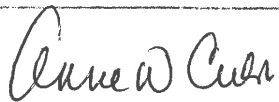

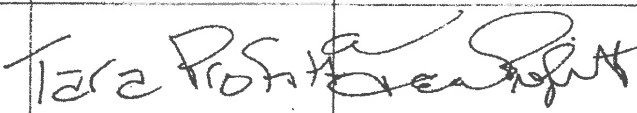
The Games Staff Nomination Form with the Staff nominee's name, including the name of a replacement (if applicable), will be submitted to the USOC on or before May 6, 2020.

9. Publicity/Distribution of Procedures:

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

9.1. Web site: [www.usatt.org](http://www.usatt.org)

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

Position	Print Name	Signature	Date
USATT President or CEO/Executive Director	Anne W. Cull		12/12/18
USATT High Performance Committee Chair	Carl Danne		12/5/18
USOC Athletes' Advisory Council Representative*	Tara Proffitt		12/5/18

\* 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/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 USOC AAC Representative, the NGB/HPMO must designate an athlete from that sport to review and sign the Selection Procedures.