

**USA RUGBY**  
**GAMES STAFF SELECTION PROCEDURES (MEN)**  
**PARIS OLYMPIC GAMES, 2024**  
**JUNE 22, 2023**

These procedures provide for selection of USA Rugby's **Games Staff** [see following table for a list of positions] for the Paris Olympic Games, 2024. 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 Rugby.

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

Games Staff Role	Responsibility
Team Leader	Serve as primary point of contact and liaison between the USOPC and USA Rugby before, during and after the Games.
Coach	Prepare athletes/teams for success on the field of play.
Assistant Coach(es), Consultant Coach	Assist the Head Coach in preparing the team for success on the field of play.
Medical Personnel (for example, ATC, Physical Therapist, Physician, Massage Therapist)	Provide appropriate medical care for the team. Manage athletes' prehab, rehab, post-match recovery and in-match on-field medical support.
Strength & Conditioning Coach	Prepare athletes physically to perform on match days, between matches and the build-up to tournament day.
Analyst	Analyze opposition, scout film and team's own performance for patterns, opportunities, and performance review preparations.

2. USA Rugby's 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 the USA Rugby 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 USA Rugby'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 USA Rugby.
- 2.14. Be listed on USA Rugby'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.

In addition, Team Leader must:

- 2.18. Be an individual employed or contracted by USA Rugby to fill the Team Leader role for these Games.

In addition, Coach(es) must:

- 2.19. Serve on staff as USA Rugby National Team Coaches and will serve in same capacity for these Games for Head Coach & Assistance Coach.

In addition, Medical Personnel must:

- 2.20. Meet the minimum criteria defined in the [USOPC Sports Medicine Provider Credentialing Policy](#).
- 2.21. Possess the appropriate professional certifications.
- 2.22. 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).
- 2.23. Meet the required experience and proficiency levels as determined by USOPC Sports Medicine. ([www.teamusa.org/medicalvolunteer](http://www.teamusa.org/medicalvolunteer))
- 2.24. Complete the mandatory Games training prior to the Games.
- 2.25. Be approved for nomination through the USOPC's Sports Medicine Division.
- 2.26. 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.
- 2.27. Serve on staff as USA Rugby Medical Provider and will serve in same capacity for these Games.

In addition, Sport Science Professional(s) must:

- 2.28. Meet the minimum criteria defined in the [USOPC Sport Science Provider Credentialing Policy](#) (see "Additional Resources").

- 2.29. Possess the appropriate professional certifications.
- 2.30. 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).
- 2.31. Possess appropriate experience relative to the position/field of practice for which they may be nominated.
- 2.32. Fulfill all requests and meet deadlines for any required information or documentation such as the submission of a temporary licensing application (to provide services at the Games).
- 2.33. Individuals serving on staff as USA Rugby Strength and Conditioning Coaches will serve in the same capacity for these Games.

In addition, Analyst must:

- 2.34. Possess appropriate experience relative to the position/area of expertise for which they may be nominated.
  - 2.35. Serve on staff as USA Rugby Analyst and will serve in same capacity for these Games
3. Intended method of identifying the pool and selecting the candidates to be considered for the Games Staff position(s):

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

4. Removal of Games Staff:

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

- 4.1. Voluntary withdrawal. Games Staff nominee must submit a written letter to the USA Rugby Executive Director/CEO/President.
- 4.2. Injury or illness as certified by a physician (or medical staff) approved by the USA Rugby. If the individual refuses verification of his/her illness or injury by a physician (or medical staff) approved by the USA Rugby, 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 USA Rugby's Code of Conduct (Attached A).
- 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 accepted by the USOPC, the USOPC has jurisdiction over the Games Staff, at which time, in addition to any applicable USA Rugby 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 Rugby General Manager of High Performance will make the final approval.

7. Conflict of Interest:

All individuals involved in the selection process (see Section 6) must comply with the USA Rugby's conflict of interest policy, to include completing and submitting a disclosure form for review by the USA Rugby's 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 USAA Rugby's ethics committee prior to the start of the selection process. The USA Rugby's 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 Rugby 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:

Medical Staff: May 1, 2024 unless required earlier by the LOC in which case the nomination date will be provided as soon as known.

Non-Medical Staff: May 1, 2024

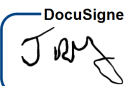
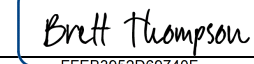
9. Publicity/Distribution of Procedures:

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

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

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):

Position	Print Name	Signature	Date
USA Rugby President or CEO/Executive Director	Ross Young	DocuSigned by:  815F32187E304BD...	6/30/2023
USOPC Athletes' Advisory Council Representative*	Brett Thompson	DocuSigned by:  FFEB3952D69740F...	6/28/2023

\* 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 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 USA Rugby must designate an athlete from that sport to review and sign the Selection Procedures.

ATTACHMENT A

## **USA Rugby Code of Conduct**

I pledge to uphold the spirit of the USA Rugby Code of Conduct (the “Code”), which offers a guide to my conduct as a member of the USA National 7s 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 Team.

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

- will abide by all published rules related to the Team selection procedures as approved by USA Rugby and the USRPA and published with reasonable notice to Athlete;
- 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 submit to a physical examination by USA Rugby medical personnel if my ability to compete is compromised due to physical injury and I understand that such injury may be cause for my not being selected to the Team, being removed from the Team, or not being allowed to participate if I remain on the Team.
- will not commit an anti- doping violation as defined by the International Olympic Committee (IOC), World Rugby (WR), the World Anti-Doping Agency (WADA), the United States Anti-Doping Agency (USADA) or the United States Olympic & Paralympic Committee (USOPC) 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 and alcohol and providing of drugs to any person and of alcohol to minors;
- will not participate or assist in any gambling or betting activities associated with any event

related to my sport or my participation;

- am eligible to compete under the rules of World Rugby;
- am in possession of a valid USA passport, that will not expire prior to six months following the conclusion of the international competition, should I be chosen for an international team that requires a passport;
- 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 not engage in sexual/romantic relationships with coaches or other participants over whom the player has evaluative, direct, or indirect authority because such relationships are likely to impair judgment or be exploitative.
- will follow my Team's written rules, including by way of example, rules regarding curfew, attire, on-time attendance at team meetings and trainings, consumption of alcoholic beverages and prohibitions on the release of confidential team information, provided those rules are well-publicized with sufficient notice to Athlete;
- will abide by the rules of World Rugby concerning allowable trademark identification on clothing and equipment worn or used in competition or on visible body tattoos.
- understand that if I require legal representation because I am accused of criminal misconduct or an anti-doping violation, or if for any other reasons I require the services of an attorney, I will be personally responsible for payment of such legal fees and expenses;
- will act in a way that will bring respect and honor to myself, my teammates, USA Rugby and the United States; and
- will remember that at all times I am an ambassador for my sport, my country and the Olympic Movement.

