

# USA Softball

## Head Coach Games Staff Selection Procedures 2028 Olympic Games

- Publication Date: January 21, 2025

### SECTION 1: OVERVIEW

These procedures provide the Head Coach qualification requirements for nomination to the 2028 Olympic Games for USA Softball. 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 Softball (“NGB”).

### SECTION 2: GAMES STAFF REQUIREMENTS

#### MINIMUM REQUIREMENTS FOR ALL GAMES STAFF

1. Undergo a background screen in accordance with the current USOPC Background Check Policy prior to nomination.
  - o Should a nominee experience an 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 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 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.
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 World Baseball Softball Confederation (WBSC), 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, WBSC, IOC, and/or Organizing Committee for the Olympic Games.

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

Roles filled by Contractors	Responsibility
Head Coach	Prepare athletes/Team for success on the field of play.

#### SECTION 4: APPROVAL OF GAMES STAFF NOMINATIONS

The Selection Panel will present a Head Coach candidate to the USA Softball Athletes Advisory Committee for review. The Head Coach candidate will then be recommended to the USA Softball Board of Directors for final approval.

##### Selection Panel

- Craig Cress, USA Softball Executive Director
- Chris Sebren, USA Softball Chief Sport Development/Program Officer
- Chris Miljavac, USA Softball Athlete Representative – 10 Year
- Lovie Jung, USA Softball Athlete Representative – 10+ Year

#### SECTION 5: REMOVAL OF GAMES STAFF

##### 5.1 NGB JURISDICTION

NGB has jurisdiction over Games Staff nominees until Games Staff entries have been submitted by the USOPC to the Organizing Committee of the Olympic Games (OCOG).

- a. 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:
  - i. Voluntary withdrawal. Games Staff nominee submits a written letter to the USA Softball Executive Director.
  - 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 (Section 2) 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.

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### 5.2 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.

### 5.3 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 Section 2.
- b. All replacement candidates must be nominated using the same process outlined in these selection procedures.

## SECTION 6: CONFLICT OF INTEREST

### 6.1 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 Ethics Committee.

### 6.2 GAMES STAFF SELECTION COMMITTEE

All members of the selection committee must comply with the NGB Conflict of Interest Policy, to include completing and submitting a disclosure form consistent with the NGB Conflict of Interest Policy before convening the committee.

A conflict of interest exists when a personal, family, financial, professional, club, team or business relationship or interferes with, or maybe perceived to interfere with a committee member's ability to be impartial and participate in the selection process in a fair and impartial manner. Any member of the Selection Committee who has an actual, possible, or perceived conflict of interest must disclose it to the NGB Ethics Committee prior to the start of the selection process and may be required to recuse themselves from the Selection Committee discussions and/or voting.

If a conflict exists, the NGB Ethics Committee shall review the conflict and determine the committee member's level of involvement (e.g., whether that committee member must recuse themselves from participating in discussions and/or voting).

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During its review, the NGB Ethics Committee may ask a Selection Committee member or an affected person for more information at its discretion. For example, if a Selection Committee member is required to recuse themselves from voting, the NGB Ethics Committee may still determine that a Selection Committee member who has relevant and necessary information related to athlete performance, such as a national team coach or high performance director, may, if requested by the Selection Committee, provide that information to the Selection Committee if the information is provided in a fair and unbiased manner and if the Selection Committee member with the conflict of interest does not vote toward the final decision.

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 selection committee appointment process.

#### SECTION 7: DATE OF GAMES STAFF NOMINATION

The Nomination of Games Staff, including the name of a replacement (if applicable), will be submitted to the USOPC by the USOPC deadline for the 2028 Olympic Games.

#### SECTION 8: 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 Policy](#)

#### SECTION 9: QUESTIONS REGARDING SELECTION PROCEDURES

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

Name: Chris Sebren

Position: USA Softball Chief Sport Development/Performance Officer

Email: [csebren@usasoftball.com](mailto:csebren@usasoftball.com)

#### SECTION 10: GRIEVANCES

The [NGB Grievance Procedures](#) can be found here in Section 16 of the USA Softball Bylaws:

Section 9 of the USOPC Bylaws provides a process for an individual to file a complaint with the USOPC against

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

#### SECTION 11: 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.

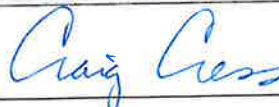
- Individuals may report concerns to the NGB by following the NGB's Whistleblower Policy located [here](#).
- Individuals may report concerns to the USOPC confidentially, or anonymously, online using the [USOPC Integrity Portal](#) or individuals may call the USOPC Integrity Hotline at 1-877-404-9935.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

#### SECTION 12: DEVELOPMENT, APPROVAL & CERTIFICATION OF SELECTION PROCEDURES

The following committee of individuals developed these selection procedures.

NAME	ROLE
Chris Sebren	USA Softball Chief Sport Development/Performance Officer
Aubrey Leach	USA Softball Athlete Representative – AAC Representative
Nick Mullins	USA Softball Athlete Representative – AAC Alternate Representative

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 USA Softball and that they will be posted on the USA Softball website following notice of approval from the USOPC.

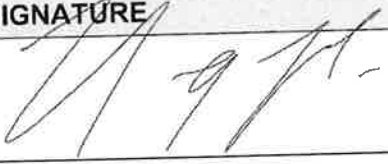
POSITION	NAME	SIGNATURE	DATE
USA Softball Executive Director	Craig Cress		01/21/2025

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

POSITION	NAME	SIGNATURE	DATE
Team USA Athletes' Commission Alternate Representative*	Nick Mullins		01-21-2025

\* If the Team USA Athletes' Commission Representative has delegated authority to the Alternate 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 Staff 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 an athlete from that sport to review and sign the Selection Procedures.

#### Revision History

Date	Revisions
January 21, 2025	Original document published

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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 by the Selection Committee to the NGB.

**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 NGB to the OCOG at the final submission date, as determined by the OCOG.



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#### **APPENDIX C – STAFF RESOURCES**

##### **USOPC DISPUTE RESOLUTION UNIT (DRU)**

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.

##### **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.safesporthehelpline.org](http://www.safesporthehelpline.org).

**Delegation of Authority to sign the Head Coach Game Staff Selection Procedures  
for the 2028 Olympic Games**

January 17, 2025

Delegation of Selection Procedure Authority

I, Aubrey Leach, the Team USA AC Representative for USA Softball hereby delegate my authority to sign the 2028 Olympic Games Selection Procedures to Nick Mullins, the Alternate Team USA AC Representative for USA Softball. As a currently competing athlete who is planning to participate in evaluation events which will be used to nominate the 2028 Olympic Team, I have a conflict of interest with regard to these selection procedures.



Signature

\_\_01/20/2025\_\_

Date

Aubrey Leach  
Team USA AC Representative for USA Softball