

# **SELECTION OF US TEAMS FOR INTERNATIONAL EVENTS POLICY**

## **PREFACE**

The purpose of this **Selection of US Teams for International Events Policy** is to provide an effective and equitable framework for determining the composition of Team USA that will represent the United States in international bowls competitions as an invited country.

Care has been taken to preserve the fundamental process established over the years and this policy reflects the gender specific history of this selection process. The Council, in their adoption of this **Selection of US Teams for International Events Policy**, recognizes that specifics may be added or deleted by gender-specific vote (i.e. women or men only) by the Bowls USA National Council.

## **OVERVIEW**

1. The pervading spirit of these policies and procedures is rooted in the premise that Team USA composition begins with the individual bowler applying as a candidate for the honor of competing as a national representative.
2. The Selectors shall review the candidates' application, records, qualifications, and, when available, Camp performance. They shall then select Team USA for the upcoming calendar year.
3. The Selectors shall advertise for, screen, and choose a Team Manager and Coach based on listed criteria.
4. Selectors shall organize and coordinate Camp(s).
5. Selectors shall meet annually at a minimum.
6. Whenever possible, the Men's and Women's Selection Committees will collaborate, to present a unified message and maximize resources.
7. Selectors are responsible to/report to Bowls USA President or to the next highest officer, who is not a Team USA member/applicant.
8. Openings for Selectors will be announced/advertised annually between the US Open and the beginning of the next year via email blast.

## **SELECTORS**

### **Selectors: Election**

1. Openings for Selector will be advertised through Bowls USA publications.
  - a. Applications will be received by a Councilor who will not be applying to either Team USA or as a Selector. The Councilor will organize the applications and forward them to the Council for voting.
  - b. If no applications are submitted the Bowls USA President will form a nominating committee to solicit applicants.
2. Bowls USA National Council shall elect two (2) committees of Team USA Selectors (Selectors) from a slate comprised of applicants. The female members of the National Council shall elect the women's Selectors and the male members shall elect the men's Selectors.
3. A gender specific Selection Chairperson will conduct all meetings and establish rules of procedures, subject only to the general procedures which are outlined below.
4. Each committee shall consist of a minimum of three (3), up to five (5), women, and a minimum of three (3), up to five (5), men from different divisions although this rule does not prohibit selecting more than one person from the same division.

5. A Selector's term of office is three (3) years and begins with the Bowls USA Annual General Meeting during which they were elected and ends with the Bowls USA Annual General Meeting three years later.
  - a. Turnover of Selectors will occur yearly on a staggered basis.
6. If a Selector resigns or otherwise ceases to hold the office prior to the expiration of the term of the office, the Bowls USA President shall appoint a successor to serve until the next regularly scheduled meeting of Bowls USA Council.
7. Removal of a Selector is based on an allegation/complaint that has been formally filed and will follow the **Bowls USA Revised Disciplinary Policies & Procedures**.
  - a. A selector will be temporarily relieved of their duties once an allegation is formally filed and until the Disciplinary Process is complete. During that time the Bowls USA President may choose to appoint an interim Selector.
8. A Team USA Selector is prohibited from being a candidate for Team USA during their term and may apply to Team USA no sooner than 3 years from their initial appointment.
9. Selectors may participate as Team Manager for Team USA.

#### **Selectors: Qualifications**

1. Each Selector must have gained considerable stature within the Bowls USA community.
2. Each Selector will be widely known for embodying such character traits as impeccable integrity, honesty, a thorough knowledge of bowling and the competitive bowling community, conscientiousness, forthrightness and strength of character. This position requires each Selector to have strong interpersonal skills, a cooperative spirit, and ability to handle matters in confidence.
3. A Selector must be a US citizen, a permanent resident of the US and a current member of Bowls USA.
4. The Selector must be familiar with the rules, regulations and general format for international events, as well as the physical and psychological demands of international competition.
5. The Selector must be willing to serve the full term of three (3) years. A previously elected Selector may serve an additional term with Council approval.

#### **Selectors: Job Description**

1. Be conversant with and fully understand the **Selection of US Teams for International Events Policy**
  - a. When appropriate, make recommendations to Bowls USA Council for changes to the **Selection of US Teams for International Events Policy**.
2. Select Team USA to represent the United States in each Bowls USA sanctioned international tournament with one (1) alternate for teams of five (5) and two (2) alternates for teams of ten (10).
  - a. Determine primary playing positions for each Team member.
  - b. Upon recommendations of Team Members, playing positions can be changed to strengthen the side.
3. Select a Manager and/or Coach for international competition with priority given to having the same gender as the members of the team. If Team USA's total representation of male and female players for the World Bowls Championships is six or less, the Selectors could decide that one Manager will serve in that capacity for both men and women.
4. Facilitate bowler development programs at the National and International level with input from a variety of sources.
5. Attend Camp to evaluate applicants.

6. Attend at least two (2) of the following tournaments in a calendar year: the US Open, a major event of a Division, and the National Championships.
7. Participate in all Selectors meetings and keep open communications among themselves on all topics related to Team USA.

## **SELECTORS CHAIRPERSON**

### **Selectors Chairperson: Job Description**

1. Ensure the selection of teams for international competition is in accordance with **SELECTION OF US TEAMS FOR INTERNATIONAL EVENTS POLICY** as approved and adopted by Bowls USA Council.
  - a. Provide each Selector with a copy of the current and approved **SELECTION OF US TEAMS FOR INTERNATIONAL EVENTS POLICY**, providing updates as available.
2. Preside over all meetings of the Selectors.
  - a. Request and record Selectors' votes on all matters of policy, rules and procedures under their jurisdiction using the following media: U.S. mail, electronic mail and/or telephone votes.
  - b. Maintains Selection Committee records during their term as chair.
3. Disseminate to Selectors all information pertaining to Team USA and related topics.
4. Manage and coordinate all aspects of the selection process.
  - a. Publicize Team selection opportunities including an explanation of the process, requirements, and deadlines.
  - b. Collect applicant's documents and distribute to Selectors.
  - c. Plan, organize, and delegate if needed, camp(s).
  - d. Inform simultaneously both 'accepted' and 'unsuccessful' applicants of their status once Team selection is complete within 5 business days of close of Camp or the TUSA application deadline whichever comes latest in the current Selection cycle.
    - i. The Chairperson will later send to the unsuccessful applicants, a thank you note with specific areas of improvement (if applicable) to encourage them to re-apply.
    - ii. Successful applicants will need to sign and return a written commitment via the **Code of Conduct Agreement for Players and Officials** within 15 days after notice.
    - iii. Successful applicant will be notified of Team assignments of events separately by the Selectors within 5 days after receipt of the Code of Conduct Agreement.
5. Act as liaison between Selectors and Bowls USA Executive Committee regarding
  - a. Selection of a Coach
  - b. Any violations of the Code of Conduct
  - c. A general summary of Team USA's performance at each event with their assessment of that performance
6. Inform all applicants for Team Manager and/or Coach of their status once selection is complete.
7. The Chairperson will change annually based on a rotation as determined amongst the Selectors.

## **NATIONAL TEAM COACH**

This section refers to International Coaches only.

### **National Team Coach: Suitability**

1. International Coaches must provide evidence of active coaching and professional development.

#### **National Team Coach: Selection**

1. Made by the Selectors with input from Bowls USA regarding financial considerations.
2. Selector Chairperson will act as liaison between the Coach and Bowls USA.

#### **National Team Coach - Job Description**

1. Attend Camp, if possible.
  - a. Provide Selectors with an outline of assessment criteria and planned training activities.
  - b. Provide an objective assessment of the Team USA applicants and confer with Selectors on applicants' performances.
  - c. Identify Team USA players' training needs and address these during Camp with the approval of the Selectors.
2. Attend international event, if possible.
  - a. Provide leadership and facilitate team dynamics.
  - b. Develop game plans, leading to a tournament plan to achieve highest outcome possible.
  - c. Supply post-tournament analysis to Team Manager.
3. Work closely with the Team Manager, and any disagreements are to be brought to the attention of the Selectors Chairperson as expeditiously as possible.

### **TEAM MANAGER**

#### **Team Manager: Selection**

1. The Selectors shall advertise and provide information on the criteria for applying as Team Manager in the Bowls USA publication and eblasts.
  - a. A Selector seeking the Team Manager position will follow the application process the same as the general membership.
2. All selectors will review Manager applications and screen applicants as is appropriate based on their qualifications. Choosing a Team Manager will be by vote of all Selectors, gender specific if applicable. A Selector seeking the Manager position will recuse themselves from this process.
3. If the search does not yield a viable candidate for Team Manager, the Selectors can repost the position or approach an individual to assume the role.
4. If several International events occur within the same calendar year, the Selectors may choose the same or different Team Managers for each event.

#### **Team Manager: Qualifications**

1. The Team Manager must be a U.S. citizen, a permanent resident of the US, and a current member of Bowls USA.
2. The Team Manager selected should have, among other qualities, the following desirable traits:
  - a. Ability to assure that all selected bowlers understand and adhere to the **Code of Conduct Agreement for Players and Officials**.
  - b. A history as a competitive bowler.
  - c. Demonstrated leadership and coaching ability.
  - d. Commitment to the fair and equitable treatment of all players and possess the strength of character to make and enforce decisions.

- e. Have the team building skills to develop camaraderie and cohesiveness among Team members.
- f. Have the personal integrity and character that will earn the respect and cooperation of members of the Team and be impartial and fair in the treatment of all players.
- g. Be well versed in all aspects of the game of lawn bowls.
  - i. Be well informed of all rules and laws of the game.
  - ii. Be familiar with international competition, their rules both written and understood, and conditions for play for each international event.
  - iii. Be familiar with international drug testing requirements (WADA)
- h. Ability to comport themselves well, speak easily at meetings, banquets, and invited functions.

#### **Team Manager: Authority**

1. The Team Manager has the authority to make whatever decisions are required to ensure that protocol, team conduct, player behavior and team performance are maintained at the highest possible level.
2. The Team Manager shall take disciplinary action when required. If disciplinary action is taken, the Manager will prepare an incident report and send it to the Selectors as expeditiously as practicable.
  - a. The report shall include both a description of the incident i.e. behavior, gamesmanship, unbecoming conduct, and the disciplinary action taken i.e. game or tournament suspension, reprimand, etc.

#### **Team Manager: Job Description**

1. Responsible to, and reports to, Team USA Selectors.
2. Communicate with all team members about individual and team responsibilities, expectations on and off the green, deadlines, finances, and WADA regulations and compliance, providing updates as available.
3. Manage and direct the activities of their respective Team USA members in **preparation for** international competition.
  - a. Ensure that all Team members have their passports, visas, medical insurance, airline tickets and all other documents in order, well in advance of departure.
  - b. Maintain a record for each Team member of:
    - i. passport numbers with expiration dates
    - ii. extra pictures
    - iii. list of medications
    - iv. list of the next of kin with telephone numbers and email addresses
4. Communicate and coordinate arrangements for lodging and practice dates preceding the start of the tournament.
5. Coordinate the Team effort in making decisions regarding the uniform to be worn, player photos/bowling biographies/resumes, gifts for other countries (optional), etc.
6. Manage and direct the activities of their respective Team USA members **during** international competition.
  - a. Serve as liaison between Team USA with local hosts, tournament organizers and officials.
  - b. Make certain that the Team members have complete and accurate schedules of all activities.

- c. Provide Team members with precise information concerning date and place of meetings in the host country and assist with travel plans as needed.
  - d. Reassign player positions if necessary and assure that all players are in the appropriate place at the designated time.
  - e. Select a substitute for a player should the situation arise following Bowls USA and/or international guidelines. If possible, the order of substitution should be:
    - i. Team USA Alternate
    - ii. Player from available pool
    - iii. Team USA Manager
  - f. Be responsible for monitoring the proper behavior of all Team members and administer discipline if necessary.
  - g. Hold Team meetings for evaluation and critiquing team performance the same day as the event whenever possible.
  - h. If possible, have someone at each rink the Team is playing to assist with personal needs.
7. Manage **administrative duties during** the tournament.
- a. Provide a U.S. flag and a CD of the National Anthem to the host country prior to opening ceremonies.
  - b. Attend meetings as requested by the host country.
  - c. Make decisions on behalf of Team USA when required.
  - d. Have access to social media if possible, and keep the membership informed about the event
8. Provide the Selectors an evaluation of Team performance based on confidential reports submitted to the Manager by each player.

### **Assistant Team Manager**

- 1. An Assistant Team Manager may be appointed by the Team Manager with the approval of the Selectors.
- 2. Should the Team Manager become incapacitated, the Assistant Manager and Team Captain will work together to assume those responsibilities.

## **TEAM USA**

### **Overview**

- 1. Open communication between all participants of Team USA is of utmost importance. That chain begins with the players and progresses as follows: player(s) to Team Captain to Coach to Manager to Selector/Head Selector to Bowls USA President (See **Overview # 7**).
- 2. Selection to Team USA is based on both objective and subjective criteria with the intent to field a strong and balanced team.
- 3. Selected players will participate on Team USA for the remainder of the selection year and the next full calendar year.
- 4. In some cases, the Selectors reserve the right to introduce overriding selection criteria which are customized to the type of event for which selection takes place, or which may be governed by associations other than Bowls USA.
- 5. Decisions made by the Selectors and judgments rendered during deliberations shall be final, confidential, and are not subject to appeal by the applicant.

- a. The Selector Chairperson will inform each applicant in writing of the final disposition of their application within 5 business days following close of Camp or the TUSA application deadline whichever comes latest in the current Selection cycle.
- b. Successful applicants will be provided the **Code of Conduct Agreement for Players and Officials** to sign.
- c. Unsuccessful applicants will be encouraged to keep playing and improving their skills for future consideration.

#### **Team USA: Eligibility Requirements**

1. Be a U.S. citizen and a current Bowls USA member.
2. Meet the following conditions:
  - a. Be deemed in good standing by Bowls USA and its' affiliated divisions and clubs.
  - b. Demonstrate a positive attitude toward the competitive bowling community and those associated with events.
  - c. Have and maintain good physical condition and emotional health.
3. Feel capable to pay most of costs associated with an international event.
4. Be prepared to sign a letter of commitment to Team USA and fulfill its' participation criteria and sign the **Code of Conduct Agreement for Players and Officials**.
5. Hold a U.S. Passport with an expiration date a minimum of six (6) months following the international event(s).
6. Have At least three (3) years participation in bowling tournaments at the division, national, and/or international level (see Form B).

#### **Team USA: Application**

1. Application materials will include eligibility requirements, selection criteria, and requirements after selection.
2. Application materials will be published and available for download on the Bowls USA website along with contact information for the Selector Chairperson.
3. The Selector Chairperson will determine the date by which all applications must be received.
4. An application fee may be charged by the Selection Committee as directed by the gender specific vote of Bowls USA Council.
5. Applications must be received on or before the published deadline.

#### **Team USA: Process**

1. Councilors, both male and female, should be polled by Selectors for potential Team applicants. Selectors will communicate with these recommended individuals and provide them a Team USA application.
  - a. Selectors should then advise and follow-up with the recommending Councilor, whether the bowler has been invited to Camp.
2. All Divisional Playdown Champions are provided an application to Team USA.
3. The Team USA application will be advertised annually to the membership via email and players will submit their applications to the Selectors by the published deadline.
4. Selectors will review applications considering the Selection Criteria listed below.
5. Approximately 24-30 players will be invited to Camp for further evaluation
  - a. Participation in Camp is not a requirement to being selected.

6. Selectors will draft 24 (12 women & 12 men) bowlers, who best meets the provided criteria for Team USA.
7. The Selectors will advise applicants of the disposition of their application as expeditiously as possible after all review processes have been completed. (See Selector Chairperson: Job Description, #4.)
8. Only after applicants have been notified will the Selector Chairperson ask the Bowls USA President to announce publicly the composition of Team USA.

#### **Team USA: Selection Criteria**

1. Team Dynamics factors (see Form A).
2. Stamina for international competition.
3. Adaptability to various positions (see Form C).
4. Adaptability to diverse greens and conditions.
5. Be the current National Champion in Singles or Pairs, providing all other eligibility is met.

#### **Team USA: Requirements After Selection**

1. Continue to meet the selection eligibility criteria.
  - a. Comply with eligibility requirements documented by the governing bodies responsible for the international event.
2. Sign and submit a **Code of Conduct Agreement for Players & Officials**. Signing the Agreement...
  - a. obligates participation unless they are excused for good cause.
  - b. obligates Team Alternates to remain available until Team USA departs for the international event.
    - i. should a Team alternate sustain additional travel expenses to attend a Team USA event (airfare, expedited visa, etc.), Bowls USA will reimburse the player for costs greater than the average cost of the expected travel expense.
  - c. indicates knowledge and compliance with WADA regulations.
3. Sign and submit a **Waiver of Liability Form**.
4. Commit to a training program.
5. Be willing, **if able**, to participate in events when selected to represent the United States.
6. Understand that Team Members may be asked to play together at the US and Division Open events but **meeting that request is not a requirement for selection and/or participation on Team USA**.
7. Meet the **Code of Conduct Agreement for Players & Officials** while assembled, traveling, training, or competing as part of the Team.
8. Immediately inform the Selector Chairperson of any illness or injury that could reasonably impact the athlete's ability to perform at the scheduled event.
9. Participate in team events, activities, and meetings as requested.
10. Submit an individual, confidential report on Team USA's performance to the Team Manager following the event.

#### **Team USA: Removal from Team USA**

1. Any bowler may be removed from Team USA who:
  - a. Breaches **Bowls USA Bylaws and Constitution**.
  - b. Becomes ill or injured and is unable to perform to the required standard, in the opinion of the Selectors, after having received advice from a physician.



- c. Breaches the **Code of Conduct Agreement for Players and Officials**.
- d. Has failed to sustain their performance and/or attitude to a satisfactory level, if this has first been discussed with the bowler, and the bowler has been given the opportunity to return to the level demonstrated at the time of selection.
- e. If a Team member fails any drug test, they will not be eligible to apply for 4 years. This criterium complies with World Bowls guidelines.

## **CAMP**

### **Overview**

Camp provides the opportunity for Selectors and Coach to observe all invited applicants in the same place, at the same time and under the same conditions.

### **General**

When possible, Camp will occur for 1-2 days before or after the US Open. The Selectors Chairperson will provide applicants adequate advance notice of the scheduling of Camp so they can plan accordingly. The purpose is to evaluate selected applicants and provide opportunities for training and Team building.

### **Players**

1. Selectors will invite approximately 24-30 applicants to Camp based on their applications.
2. Attendance at Camp is not a requirement to being selected.
3. Applicants attending Camp are responsible for fees, as well as their own meals, accommodations and travel expenses.
4. Applicants will be asked to designate which International events they wish for consideration or asked by email if the player was invited to Camp but did not attend.
  - a. Selectors may ask players to participate in international events beyond what the player designated but **meeting that request is not a requirement for selection and/or participation on Team USA**.
5. Criteria assessed at the Camp will include but not be limited to: player performance, team dynamics, and technical skills (see Forms A, B, and C).

## **FULFILLING INVITATIONS TO INTERNATIONAL EVENTS NOT SPECIFIC TO NATIONAL TEAMS (Team USA)**

### **Overview**

Bowls USA, specifically the Secretary, receives invitations for events other than World Bowls specified events. These events provide an opportunity for international bowling experience. Some invitations are for a specific number of entries. Often invitations are time sensitive.

Upon receiving an invitation for an international event, the BUSA Secretary will forward the information to the Selection Committee to be managed as follows:

### **Response to a Limited Invitation to International Events**

1. Selectors will notify Team USA members of the event

- a. A team comprised fully of Team USA members will function under the existing Team USA Code of Conduct
2. If Team USA response provides less than a full team *within 1 week of notification*, Selectors will eblast the invitation to all Bowls USA members
  - a. Members may assemble a team comprised of current Bowls USA members who are US citizens
  - b. Applications will be sent to a named selector, by date specified, who will randomly assign team's letters
  - c. If more than one team is applying, a Councilor will conduct a blind random drawing to choose a BUSA Representative Team

**Responsibilities for a BUSA Representative Team(s) (non-Team USA)**

1. Bowls USA shall supply a team hat, American flag and name tag with player's name and the name of the event
2. Teams shall assemble matching uniforms excluding current Team USA gear
3. All costs of the event are at the expense of team members except where a Bowls USA check may be issued for expediency in paying an entry fee. Team members shall repay Bowls USA immediately
4. Selectors would appreciate hearing back from players regarding their experience. However, no written report is required.

**Response to an Open Invitation to International Events**

1. Selectors will notify Team USA members of the event to submit at least one women's and one men's teams.
2. Selectors will email blast this event to all Bowls USA members, so other non-Team USA players can have an opportunity to enter their own teams (independent teams).
  - a. Independent teams will pursue the invitation and all subsequent event activities on their own without input or support from Bowls USA.

## Form A

### Team Dynamics

(form modified from Bowls Canada Boulingrin 2017-2018 National High-Performance Program Selection Criteria)

	Score
Athlete interacts respectfully with Coach, Manager, Officials	
Athlete contributes to a productive team environment (positive, team player, winning attitude)	
Athlete places the best interest of the team ahead of their own	
Athlete interacts equitably with other teammates	
Athlete shows confidence in self and team through positive verbal language, body language, appropriate risk taking	
Athlete demonstrates a positive attitude and good sportsmanlike behavior on and off the green during competition	
Athlete demonstrates leadership skills taking responsibility for their own actions and their own play	
Athlete contributes to team decision-making in a constructive manner	
Athlete shows willingness to play different positions as required	
Athlete behaves in a manner that encourages self and team to play to their best ability	
<b>Total</b>	

Each item will be scored on a scale of -5 to +5

**Rating Scale:** -5 = poor; 0 = Neutral; 5 = Excellent

**Form B**

**Player Performance for 3 successive years**

	20_ Most recent		20_		20_	
	Division & Position	Flight & Place	Division & Position	Flight & Place	Division & Position	Flight & Place
US Open Singles						
Pairs						
Four						
Division Open - name division Singles						
Pairs						
Fours						
Division Open - name division Singles						
Pairs						
Fours						
Division Playdowns Singles						
Pairs						
National Championships Singles						
Pairs						
Artificial surface event(s)						

**Variety of tournaments** - indicator of willingness to travel and adaptability to varied greens and conditions

**Variety of disciplines** - indicator of stamina and ability to play various positions

## Form C

### Technical Assessment

(form modified from Bowls Canada Boulingrin 2017-2018 National High-Performance Program Selection Criteria)

	Lead	Second	Third	Skip	Single	Score
Decision Making						
Managing Distractions						
Ability to read green						
Ability to focus/refocus						
Tactical Approach						

Each item will be scored on a scale of -5 to +5

**Rating Scale:** -5 = poor; 0 = Neutral; 5 = Excellent

#### Definitions for Technical Assessment

**Decision Making:** relative to position of player, refers to ability to make appropriate decision as a Skip/Singles player and/or execute Skip's decision as lead, second and/or vice

**Managing Distractions:** player's ability to manage conditions beyond their control such as weather, opponent's play, green conditions, publicity, etc.

**Ability to read Green:** ability to read the conditions of the green pace, line, irregularities, etc.

**Ability to Focus/Refocus:** player's ability to focus on the play and remain focused; ability to resume focus after a mistake, change in conditions or very good shot by opponent

**Tactical Approach:** player's ability to select shots that will build a winning head