

# BYLAWS OF THE UNITED STATES SKI-ORIENTEERING TEAM

(approved August 2007)

## STRUCTURE

The elements composing the United States Ski-Orienteering Team Structure are:

- Teams
- Executive Steering Committee (ESC)
- Coach
- Team Manager/Administrator
- Sponsorship Coordinator

The United States Ski-Orienteering Team Structure is an element of the United States Orienteering Federation, but is independent of the Ski-Orienteering Committee (which focuses on the development of ski orienteering in the U.S.). Individuals, if qualified, may be members of both elements. However, one element does not have a controlling mandate over the other.

## Team

The Team is a group of athletes who may represent the United States at certain international competitions. These competitions include, but are not limited to World Championships and World Cup events. The Team chooses the Executive Steering Committee, the Coach, the Team Manager/Administrator, and the Sponsorship Coordinator. There shall be a men's team and a women's team. There may be an A Team, a B Team, and a junior team. The ESC may decide not to appoint a B team or junior team. It may also appoint a development group in lieu of a B team.

The Executive Steering Committee (ESC) chooses a team to represent the United States at certain international competitions. The team selection method is determined by the ESC based on factors such as the depth of the field of candidates, the nature of the competitions in which they have participated, and the availability of suitable conditions (weather, maps, courses) for a team trials that replicate the conditions of international competitions. The ESC may choose the team completely by petition or in combination with a team trials. If the ESC chooses to hold team trials, a minimum of two of the positions on each team (men's and women's) must be held open to athletes unable to attend the team trial or who have encountered extenuating circumstances (for example, but not limited to, broken equipment and/or injuries during team trials). The ESC may also choose not to appoint a full team, if they do not feel there are sufficient qualified candidates.

Team candidates have the right of appeal to the USOF Vice-President of Competition in order to find out why they were or were not chosen for the team. Prior to contacting the VP

Competition, the team candidate should ask the ESC why they were not chosen for the team and see if an agreeable solution can be developed.

If an event is to be used to determine the team for world championships or what races a team member will be allowed to race in at world championships, this must be announced at least six months in advance. It is considered strongly desirable that each team member for world championships has raced internationally (e.g., raced in a European country's national championships or other large international standard race) prior to being selected for the team to race in World Championships and the ESC should make suggestions as to how interested people can obtain such experience. Exceptions to this recommendation can be made in exceptional cases. Without exception team members must be USOF members.

The ESC should determine a system for selecting who will have what start group at world championships and who will race in the relay. Such a system should be announced at least one month before world championships. One possible "system" is delegating decisions to the team coach or other person who will be in attendance at world championships. Decisions made in advance of world championships are preferable when enough information exists to make them well. Prior experience and results in world championships and world cup races is considered a good predictor of future performance and thus should be an important factor in selecting who will race in what start group and in the relay. The ESC should also take into account that different people are better at different length races when considering who gets to race in what race and has what start position.

### **Executive Steering Committee (ESC)**

The A Team elects ESC members for a two-year term at the bi-annual spring team election. The ESC has five members. One of these five members may be team Manager/Administrator and at least one of them should be a member of the current team. At most two current team members can be on the ESC. The election occurs in the last two weeks of April after the World Championships. To understand what attributes team members require in order to compete successfully at the World Championship level, it is considered desirable that ESC members have, relevant (World Championship, World Cup, or European National Championship level) international ski-orienting racing experience. As the sport of ski-o changes it is considered preferable if ESC candidates have been at recent (within the last 10 years) international ski-orienting races (World Championship, World Cup, or European National Championship level) either as a racer, official, or observer.

If two or more candidates for the ESC receive the same number of votes priority to winning the position will be given in the following order: a candidate who has also been elected chair of the ESC in the current election, a candidate who has also been elected to be the team manager in the current election, other candidates. In the case of the latter case where two other candidates tie a runoff election including just the tying candidates should be held where the A team votes. In general when electing the officials to team positions in the case of a tie a runoff election including just the tying candidates on the ballot should be held unless otherwise specified elsewhere in these bylaws.

The team at World Championships will select someone to administer the ESC/Spring biennial election at World Championships. This person is called the team election coordinator. During April 1-15 after the World Championships the Team (defined as the A team) develops a list of names for consideration. Team members must submit names of candidates by April 15 to the team election coordinator. To appear on the ballot at least two team members must support a candidate. A team member can support an unlimited number of candidates. From April 15 to April 30 team members submit their votes by e-mail or written mail to the person running the election. The five ESC members on the ballot getting the most votes become members of the ESC. Each team member may vote for five ESC members in the election.

The ESC also has a chairman who is elected by the team in the biennial election. If the candidate who the team elects as chairman of the ESC is not elected as one of the candidates by the team for the ESC then the team must have an additional election and elect the chairman from among those people chosen to be on the ESC.

The ESC can choose when, how often, and by what means it communicates as long as the information is also available to team members. The chairman must submit a report at least twice a year to the team members via e-mail or written mail. Transparency is the intent of the report and how the ESC should work. The report details ESC decisions and the rationale for them. The ESC is strongly encouraged to solicit opinions/ideas from team members on possible selection systems and other important matters.

The ESC should appoint a team leader for the US Team for world championships. There could be a men's team leader and a women's team leader or one leader for both teams. This could be someone who only serves as an official or a team member. It is important that the team leader not just be someone who happens to be at World Championships (e.g. a relative), but someone who has significant international ski-o experience even if this means it needs to be a team member who is also racing.

### **Team Manager/Administrator**

The Team Manager/Administrator is elected by the A team for a two year term in the biennial team election. The team manager/Administrator can delegate any of his duties to another person. For example, he could appoint a WADA form administrator or a newsletter editor.

In matters other than ESC elections, the Team Manager/Administrator reports to the ESC. The Team Manager decisions can be overruled by the ESC (other than decisions relating to ESC elections).

The Team Manager/Administrator ensures that the Team meets WADA requirements. The Team Manager/Administrator may appoint individuals as aides to assist in meeting these requirements.

The Team Manager/Administrator conducts the required communication with the World Championship organizers. The Team Manager/Administrator insures that the Team meets entry deadlines for the World Championships. The Team Manager/Administrator insures that the

Team makes the required reservations and deposits for the World Championships.

The team Manager/Administrator should submit a newsletter to the team with relevant information about team matters at least twice a year. The newsletter can come out more often if the team manager desires. The team Manager/Administrator could delegate writing the newsletter to someone else.

### **US Junior Team**

The team manager should also assist interested and competent juniors in attending junior world championships unless otherwise directed by the ESC. The ESC may decide to elect a separate person or persons to deal with various or all duties for the junior team. Such a person or persons would be called Junior Team Manager, Junior Team Co-Ordinator, or junior Team Coach.

### **Permission to Race in World Cup Races and Junior World Championships**

Athletes should request permission to race in world cup races or junior world championships via the team Manager/Administrator. The team manager should bring such questions to the ESC to decide if an athlete is able to race in a world cup race or not. A team members are entitled to race in world cup races without approval from the ESC unless there are fewer places for team members in the race than the number of A team members desiring to race (in which case the ESC will decide on selection). However, they should inform the team manager that they plan to race.

### **Coach**

The Coach is elected by the A team for a two year term in the biennial team spring election if a suitable candidate exists. The team may decide not to elect a coach if a suitable candidate is not willing to serve in this capacity. Between April 1-April 15 in years after the World Championship, team members submit names to the team election coordinator via e-mail or written mail. At least two team members must support each candidate in order to appear on the ballot. A team member can only support one candidate to be coach. An option of "no coach" will be included on the ballot when voting for a coach and if this option receives more votes than any other candidate then no coach will be elected.

### **Sponsorship Coordinator**

The ESC may select a Sponsorship Coordinator. The ESC announces the Sponsorship Coordinator candidates to the team members within thirty days of the appointment. The Sponsorship Coordinator may appoint aides. The team may make a suggestion of a candidate for sponsorship coordinator to the ESC.

Team members need to notify the Sponsorship coordinator before they enter into any kind of sponsorship agreement related to their ski-o activities with a commercial enterprise. This is to prevent the compromise of other current or future sponsorships that could bring greater benefit

to team members. However, team members are free to make personal contracts with ski, binding, boot, and pole companies without notifying the sponsorship coordinator or obtaining approval.

## **Removal**

The Team Manager/Administrator, Coach, and Sponsorship Coordinator, and any sub appointed aides can be removed by the Team with a 2/3 vote of team members at any time. If the officer is removed from office then a new person should be elected by the team or appointed by the ESC in the same way the person for that position was originally elected/ appointed within two months of removal of the previous person. If the team removes an official appointed by the ESC, it is the responsibility of the team to suggest a possible replacement to the ESC.

## **BYLAWS**

The US Ski-Orienteering team bylaws can be changed by a 2/3 vote by existing A Team members at any time.

## **SKI-ORIENTEERING TEAM VISION**

A competent team that is respected by peer teams, the international ski-orienteering community, the national orienteering community, potential sponsors, the media, and itself.

## **ESC MISSION**

To select and support a competent team whose members can perform respectably at international standard competitions.

## **ESC GOALS**

- Select a team that fits the vision.
- Ensure that team members have the necessary amount of experience before competing at the international level. There are many opportunities to compete and gain experience in international level competitions before one competes at the World Championships.
- Develop ways to help American competitors who have potential, but are not yet ready for the international level.
- Ensure developing athletes receive mentoring.
- Develop standards for team member competence.
- Ensure team member conduct and performance does not jeopardize sponsorships.