



## **Procedure and Selection Criteria for the Team USA Head of Delegation (Team Manager) to the World University Games - Universiade (FISU) by NCTTA**

### **Procedure:**

- 1. Formation of Selection Committee:**
  - A selection committee is formed, comprising representatives from NCTTA's WUG committee or other ad hoc members
- 2. Announcement and Advertisement:**
  - The position is advertised through official channels such as the NCTTA's website and social media.
- 3. Application Process:**
  - Interested candidates submit their applications, including resumes, letters of intent, and references to [games@nctta.org](mailto:games@nctta.org)
  - Deadline January 31, 2025
- 4. Initial Screening:**
  - The selection committee reviews all applications to shortlist candidates based on predefined criteria.
  - February 3-9, 2025
- 5. Interviews:**
  - Shortlisted candidates are invited for interviews to discuss their vision, leadership approach, and plans for managing the team and delegation.
  - February 10-21, 2025
- 6. Assessment of Leadership and Management Skills:**
  - Candidates may be assessed on their leadership, organizational, and crisis management skills through situational tasks or role-playing scenarios.
  - February 24-28, 2025
- 7. Final Decision:**
  - The committee deliberates on the evaluations and selects the most suitable candidate.
  - March 1, 2025

**8. Appointment:**

- The selected team manager is formally notified of their selection and must accept or decline the appointment. If the appointment is declined, the next qualified manager will be appointed, and so on.
- 2-3 Business Days for appointed manager to accept or decline.

**9. Announcement:**

- The decision is announced publicly.
- 2-3 Business Days within acceptance.

**Selection Criteria:**

**1. Experience and Qualifications:**

- Significant experience in sports management, preferably with university-level or national teams.
- Experience either competing in or managing a team in international tournaments is a must.
- Relevant qualifications in sports administration, management, or related fields.
- Current Safesport certification.

**2. Leadership Skills:**

- Proven leadership abilities with experience in leading sports teams or delegations.
- Strong decision-making capabilities and the ability to inspire and motivate athletes and staff.

**3. Organizational and Administrative Skills:**

- Excellent organizational skills with experience in planning and managing sports events, training camps, and competitions.
- Ability to handle logistics, scheduling, and coordination effectively.

**4. Communication Skills:**

- Strong communication skills to liaise with athletes, coaches, NCTTA officials, event managers, tournament officials, and other stakeholders.
- Ability to represent the team and delegation in official meetings and media interactions.

**5. Crisis Management:**

- Experience in handling emergencies and crises, ensuring the safety and well-being of the team.
- Ability to remain calm under pressure and make sound decisions quickly.

**6. Team Development:**

- Commitment to the development and well-being of athletes, fostering a positive and supportive team environment.
- Experience in conflict resolution and maintaining team cohesion.

**7. Track Record and Achievements:**

- Documented success in previous leadership or management roles, particularly in sports contexts.

- Evidence of effective management and positive outcomes in previous assignments.

**8. Interpersonal Skills:**

- Strong interpersonal skills to build relationships with athletes, coaches, university officials, and other stakeholders.
- Ability to work collaboratively in a diverse team environment.

**9. Commitment and Availability:**

- Willingness to commit to the team's training and competition schedule, including travel for tournaments and events.
- Flexibility to adapt to changing circumstances and demands.

**10. References and Recommendations:**

- Positive references from previous roles, highlighting leadership and management capabilities.
- Recommendations from respected figures in the sports community.