

SELECTION POLICY FOR US CHESS TRAINING STAFF AT INTERNATIONAL YOUTH EVENTS

US Chess has established standard procedures for selecting the Head of Delegation (HoD) and coaches (also known as Trainers) to work with our representatives at international youth events. Our goal is to provide the best service to our members, ensure the growth of experience among our coaching ranks, achieve top results in international competitions, and facilitate transparent and fair professional opportunities.

1. Pursuant of FIDE Regulations for the Titles of Trainers Article 5, All HoD and Trainers must be a licensed trainer. For HoD & Trainers, the person must be a licensed FIDE Trainer.
2. HoD will be selected by the US Chess Executive Director (ED) with input from the US Chess Director of Events and the Scholastic Council. The Scholastic Council may provide recommendations on applicants and length of potential agreements. Applicants for the HoD position(s) may apply to the Director of Events. Agreements will be presented for approval to the Executive Board. HoD for each event will be named on an as-needed basis by US Chess, subject to a satisfactory annual review conducted by the ED and the Scholastic Council. The number of contracted HoD, and the length of those contracts, are at the discretion of US Chess.
3. Prospective coaches must make application according to the instructions supplied in the call for application. The HoD will have an opportunity to provide input to the ED and Director of Events on the selection of international youth coaches for that HoD's events. The number of such coaches selected for a cycle will not exceed twelve, with the understanding that six or fewer will typically attend any one event. The selection of all coaches (for both cycles and events) will be provided to the Scholastic Council for comment. The Director of Events will submit the final lists to the ED for approval. All coaches will be subject to an annual review.
4. The ED will establish a timetable and all other details, including applications, for the selection process and ensure that appropriate information regarding the entire process receives wide dissemination.
5. The composition of the coaching staff will be carefully reviewed at each step of the process to ensure excellence and inclusion. US Chess will strive to have a presence of women coaches at each event.

6. A coach whose application is accepted for the cycle but not selected for an annual event must reaffirm his or her interest for following events and if not interested, will be replaced on the coaching list by another qualified person.
7. US Chess will continue to strive to provide one coach per six coaching eligible players.
8. Coaches will be selected based on chess excellence, teaching strengths, leadership, and the ability to participate as a member of an effective team. The Scholastic Council and HoDs will have the opportunity to provide input and recommendations on the coaching staff.
9. A US Chess representative may accompany the USA delegation to the Pan American Youth, the World Cadet and the World Youth Chess Championships. The US Chess representative will often be the person who has made all logistical arrangements for the registration, accommodations and travel notifications with the organizers of the events. If present, the duties of the US Chess representative include, at minimum, the following:
 - Assisting HoD, players and accompanied persons during arrival at host country to ensure that lodging arrangements comply with previous requests.
 - Notifying organizers of last minute changes to team roster or lodging arrangements.
 - Following up on additional payments or refunds due from organizers
 - Making financial decisions already authorized by the US Chess Director of Events, such as authorizing and disbursing discretionary funds.
 - Keeping the US Chess Director of Events informed, frequently throughout the event.
 - Requesting approval from the US Chess Director of Events for additional funds, to include the hiring of any other coaches at the event.
 - Assist the Head of Delegation during the event, as requested by him or her.

DUTIES AND RESPONSIBILITIES OF INTERNATIONAL HEADS OF DELEGATION AND YOUTH TRAINERS

US Chess has established the following guidelines concerning the duties and responsibilities of Heads of Delegation and Trainers. Our goal is to provide our young players with consistent, quality coaching at international youth events and to assist parents in gaining a better understanding of what they should expect from a national youth coach and the international competition experience.

Heads of Delegation will:

1. Represent US Chess in a professional manner always during the event.
2. Endeavor to provide for the care, safety, and comfort of the delegation.
3. Abide by all applicable coaching duties and responsibilities listed below.
4. Report to the Director of Events and keep him or her apprised of critical issues and challenges encountered by the delegation or any of its members. If the Director of Events is unavailable, the Head of Delegation will report to the Executive Director. If a US Chess Office Representative travels with the team, the Head of Delegation must first seek resolution of onsite issues with him or her, before seeking assistance from the Director of Events or Executive Director.
5. Provide information as may be necessary so that the Director of Events can conduct an annual review of the Head of Delegation.
6. Understand that US Chess is neither responsible nor liable for injuries or other damages incurred in connection with the event or in transport to and from the event.
7. Provide at least two articles for publication on Chess Life Online.
8. Submit an evaluation report for each of the Coaches, in the format provided by the Director of Events, no later than 14 days after the conclusion of the event.
9. Submit a summary report of the event within 14 days after the conclusion of the event in a form provided by the Director of Events.
10. Ensure insofar as possible that the delegation comports with the US Chess Code of Ethics, the FIDE Laws of Chess, and local rules and standards.
11. Follow all reasonable directives from the Director of Events regarding the conduct during and events relating to the assigned competition.

The Trainers will:

1. Display professional conduct at all times, especially when in the presence of members of the delegation.
2. Follow the policies of US Chess.
3. Respect the goals and interests of the entire team.
4. Agree to work with players assigned by the Head of Delegation. While every effort will be made to match a coach with his/her private student, such an accommodation may not always be possible. A coach will not enter into an arrangement with another coach to switch assigned players without the approval of the Head of Delegation.
5. Devote all their energy to assisting assigned players for the duration of the event. A coach will not solicit or accept additional work, whether for pay or otherwise, for the duration of the event.
6. Assist all assigned players equally. A coach will not offer extra assistance to a private student at the expense of other assigned players. When two US players are paired against each other, no single coach will assist both players for that round.
7. Establish a coaching schedule within times prescribed by the Head of Delegation that endeavors to provide an assigned player with a minimum of 30 minutes coaching prior to each game as permitted by the tournament schedule and with preference before the last round to medal contenders.
8. Be present with the rest of the coaching staff at all post-game analysis sessions arranged by the Head of Delegation and remain until all games have been reviewed.
9. Understand that US Chess is neither responsible nor liable for injuries or other damages incurred in connection with the event or in transport to and from the event.
10. Coordinate with the Head of Delegation respecting comments, interviews, press inquiries, or any other conduct that may reflect on US Chess or the delegation.
11. Ensure insofar as possible that their conduct and those of assigned players comports with the US Chess Ethics Code, the applicable rules of chess, and local rules and standards.
12. Follow all reasonable directives from the Head of Delegation pertaining to coaching duties or team participation.