



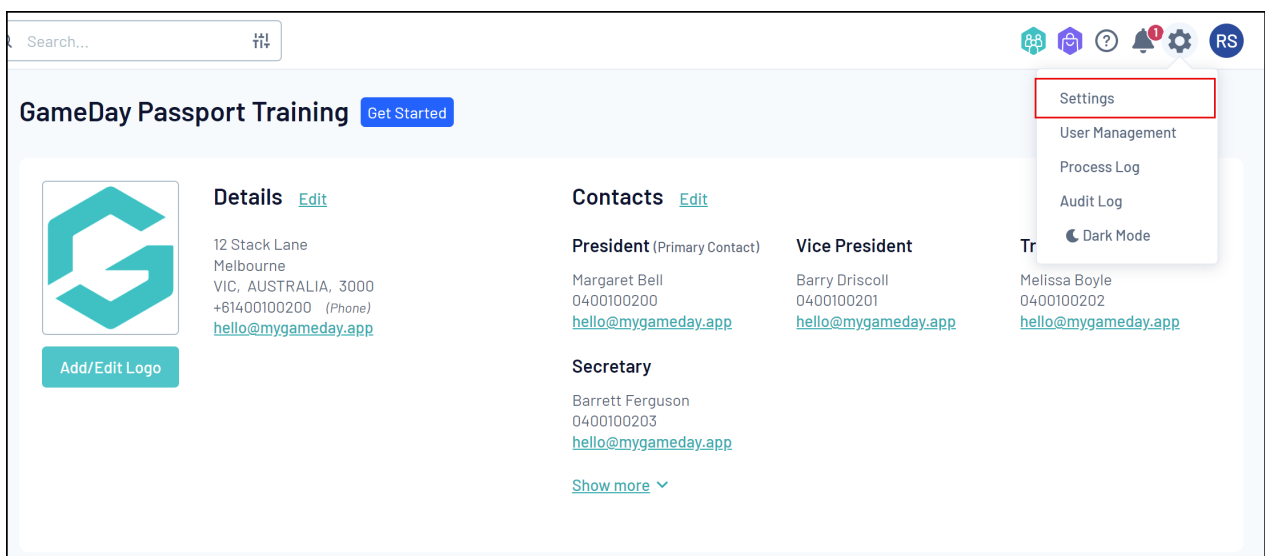
How do I assign a coaches and managers to a team?

Last Modified on 12/03/2024 11:22 am AEDT

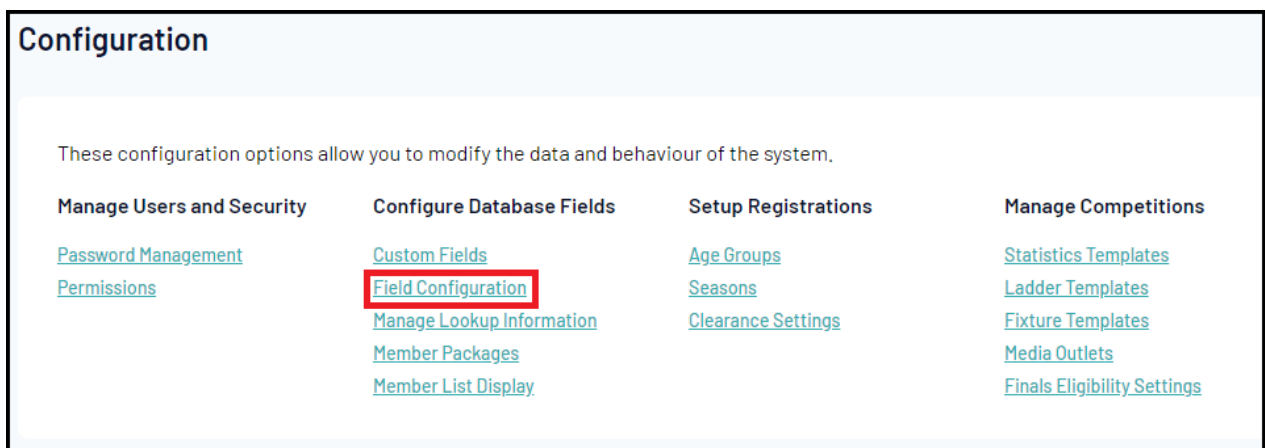
To add a coach or manager to a team, you need to configure the Team Coach or Team Manager field in your Field Configuration.

To do this:

1. Click the Cog on the right-hand side of your dashboard and then click **SETTINGS**



2. Click **FIELD CONFIGURATIONS**



3. Click **TEAM FIELDS**

Field Configuration

Choose the visibility and editing options for each of the available Member fields.

Row colors: Standard fields Custom fields Unlimited custom fields

Save Options

Member Fields Club Fields **Team Fields**

Team Name	For my level Compulsory	For levels below Compulsory
Nickname	For my level Let levels below choose	For levels below Let levels below choose
Three Letter Code	For my level Let levels below choose	For levels below Let levels below choose
Contact Title	For my level Let levels below choose	For levels below Let levels below choose
Contact Name	For my level Let levels below choose	For levels below Let levels below choose
Address Line 1	For my level Editable	For levels below Editable
Address Line 2	For my level Let levels below choose	For levels below Let levels below choose
Suburb	For my level Editable	For levels below Editable
State	For my level Editable	For levels below Editable
Country	For my level Let levels below choose	For levels below Let levels below choose

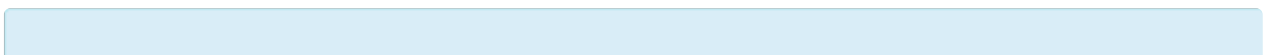
4. Expand the **TEAM MANAGER** and/or **TEAM COACH** field

Alternate Uniform Top Colour	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
Alternate Uniform Bottom Colour	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
Alternate Uniform Number	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
Team Notes	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
Team Coach	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
Team Manager	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
Exclude from Club Championships	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose

5. Set the display status to **EDITABLE** or **COMPULSORY**

	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose
Team Notes	Let levels below choose	Hidden	Read Only
Team Coach	Let levels below choose	Hidden	Read Only
For my level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
For levels below	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Registration Form	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Team Manager	Let levels below choose	Hidden	Read Only
For my level	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
For levels below	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Registration Form	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exclude from Club Championships	For my level Let levels below choose	For levels below Let levels below choose	Registration Form Let levels below choose

Now this field will display when you are editing a team.



Note: For a member to appear in the Team Coach field, they need to be registered in the current season as a Coach.

For a member to appear in the Team Manager field, they need to be registered in the current season as a Volunteer.

This can be configured at the member level by updating the relevant setting in **Member History > Clubs > Edit Clubs**.
